

SPECIAL AGENDA  
BOARD OF RECREATION AND PARK COMMISSIONERS  
OF THE CITY OF LOS ANGELES

Wednesday, October 15, 2014 at 9:30 a.m.

Fred Roberts Recreation Center  
4700 South Honduras Street  
Los Angeles, CA 90011

---

SYLVIA PATSAOURAS, PRESIDENT  
IRIS ZUÑIGA, VICE PRESIDENT  
LYNN ALVAREZ, COMMISSIONER  
MISTY M. SANFORD, COMMISSIONER

---

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S REQUEST FORM AT THE MEETING AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL ALLOWED FOR PUBLIC PRESENTATION.

1. INTRODUCTIONS:

Special Introduction and Opening Remarks by Councilmember Curren D. Price, Jr., Council District 9, or His Appointed Representative

Kevin Regan, Assistant General Manager, Recreation Operations Branch, will introduce the Staff of Fred Roberts Recreation Center

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of August 14, 2007, August 22, 2007, September 5, 2007 and October 1, 2014

3. GENERAL MANAGER'S REPORTS:

14-259          Various Communications

14-260          Griffith Observatory – Donation from Friends of the Observatory to Support the Griffith Observatory School Program in School Year 2014-2015

14-261          Hollywood Bowl Sound Wall Improvements Project – Assignment of Right to Apply for Proposition A Cities Excess Funds; City Council Resolution

14-262          Hollywood Bowl Lighting Improvements Project – Assignment of Right to Apply for Proposition A Cities Excess Funds; City Council Resolution

October 15, 2014

- 14-263 Burlington Northern Santa Fe Foundation Grant – Authorization to Submit Grant Application; Acceptance of Grant
- 14-264 Los Angeles Parks Foundation – April 2014 Through June 2014 Quarterly Report of Gifts Made for the Benefit of Los Angeles City Parks
- 14-265 Ross Snyder Recreation Center – Termination of Agreement No. 3472 with Pacific Asian Consortium in Employment; Agreement with Mexican American Opportunity Foundation for the Operation and Maintenance of a Head Start Recreational Child Development Program on Park Property
- 14-266 Silver Lake Off-Leash Dog Park – Preliminary Authorization to Install Creative Signage to Promote and Encourage Responsible Dog Park Etiquette
- 14-267 North Hollywood Park – Play Area Renovation (PRJ20818) Project – Allocation of Quimby Fees and Exemption from the California Environmental Quality Act
- 14-268 Cypress Park Community Center – Youth Recreation Space (PRJ20567) (W.O. #E170103F) Project – Supplemental Agreement to the 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
- 14-269 Hansen Dam – Phase II – Ranger Station (W.O. #E170405F) Project – Final Acceptance
- 14-270 L.A. for Kids Program: Proposition K 9th Cycle Competitive Grant Request for Proposals Process – Authorization to Release Request for Qualifications for Professional Grant Writing Services

4. UNFINISHED BUSINESS:

- 14-241 Schedule of Rates and Fees – General Instructions and Policies Regarding Rates and Fees and Various Wedding and Event Venues (Averill Park, Brand Park Community Center, Cabrillo Beach Bathhouse, Exposition Park Rose Garden, Friendship Auditorium, Grace E. Simons Lodge, Griffith Park Visitor Center Auditorium, Korean Bell, Orcutt Ranch, Ramona Hall Community Center, and Wattles Mansion and Gardens); Establishment of Special Fund Account to Receive Additional Wedding and Event Venue Revenue  
(Original Date – 10/1/14)

- 14-258 Griffith Park – Greek Theatre Concession  
(Original Date – 10/1/14)

**Item to be  
Continued  
Until 10/23/14**

October 15, 2014

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions Report – Commissioners Alvarez and Zuñiga
- Commission Task Force on Facility Repair and Maintenance Report – Commissioner Sanford

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. PUBLIC COMMENTS:

Any comments that require a response or report by staff will be automatically referred to staff.

8. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

9. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, November 5, 2014, 9:30 a.m., at EXPO Center, 3980 S. Bill Robertson Lane, Los Angeles, CA 90037.

10. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website: <http://ita.lacity.org/ForResidents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at [www.laparks.org](http://www.laparks.org).

REPORT OF GENERAL MANAGER

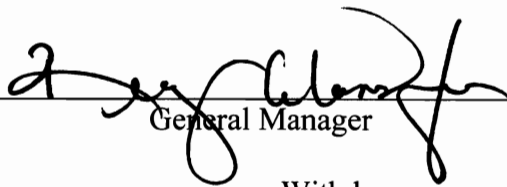
NO. 14-259

DATE October 15, 2014

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS



General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) Mayor, relative to a proposed amendment to the Contract with Mobile Illumination, Inc. for Winter Themed Exterior Lighting and Decor at Pershing Square.

Referred to staff for further processing.

2) Mayor, relative to two as-needed Park Facility Construction Contracts with various contractors.

Referred to staff for further processing.

3) City Clerk, relative to the 2013 Housing-Related Parks Program.

Note and File.

4) City Clerk, relative to the appointment of Michael Shull as the Department's permanent General Manager.

Note and File.

5) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending August 29, and September 5, 2014.

Note and File.

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-259

- 6) City Clerk, relative to the acquisition of real property for the East Wilmington Greenbelt Community Center. Referred to General Manager.
- 7) City Clerk, relative to the exchange of properties between the Department and the Porter Ranch Development Company. Note and File.
- 8) City Clerk, relative to Los Angeles County Safe Neighborhood Parks Proposition A Excess Funds for the El Sereno Recreation Center Improvements Project. Referred to General Manager.
- 9) City Clerk, relative to Los Angeles County Safe Neighborhood Parks Proposition A Competitive Excess Funds for the South Park Sports Field Improvements Project. Referred to General Manager.
- 10) City Clerk, relative to Los Angeles County Safe Neighborhood Parks Proposition A Competitive Excess Funds for the Gilbert Lindsay Synthetic Soccer Field Project. Referred to General Manager.
- 11) City Clerk, relative to grant funding for the National Recreation and Park Association Engaging Hispanic Community in Urban Forestry Program. Referred to General Manager.
- 12) City Clerk, relative to grant funding in connection with the State of California Department of Housing and Community Development 2013 Housing-Related Parks Program. Referred to General Manager.
- 13) Westside Neighborhood Council, to the General Manager, relative to Rancho Golf Course. Note and File.

REPORT OF GENERAL MANAGER

PG. 3

NO. 14-259

- 14) Sergio G. Correa, relative to an apparent gas line at Bandini Canyon Park. Referred to General Manager.
- 15) Rick Selan, four communications relative to Oakwood Park, the Venice Neighborhood Council, and the Los Angeles Unified School District. Note and File.
- 16) Steve Cooperman, to Dr. Laura Danly, Curator of Griffith Observatory, relative to his employment at the Observatory. Note and File.
- 17) Juanito David, to the Mayor, relative to the tennis courts at Parthenia Park. Referred to General Manager.
- 18) Thirty-four members of the public, relative to proposed youth baseball fields in the Crystal Springs picnic area of Griffith Park. Note and File.  
The matter was acted on at the April 2, 2014 Board Meeting.  
(Report No. 14-061)
- 19) DeAndre Parks, two communications to Municipal Sports, relative to the ball field lights at Penmar Park, with a response from Traci Goldberg, Senior Recreation Director II. Note and File.
- 20) Anonymous (“Save The American Dream”), relative to the restrooms at Westchester Park. Referred to General Manager.
- 21) Anonymous (“Stoner Park”), relative to the proposed soundwall at Stoner Park Skate Park. Note and File.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

REPORT OF GENERAL MANAGER

NO. 14-260


DATE October 15, 2014

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH OBSERVATORY – DONATION FROM FRIENDS OF THE OBSERVATORY TO SUPPORT THE GRIFFITH OBSERVATORY SCHOOL PROGRAM IN SCHOOL YEAR 2014-2015

R. Adams _____	K. Regan _____
H. Fujita _____	N. Williams _____
*V. Israel _____	

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Accept with gratitude, a donation from Friends Of The Observatory (FOTO) of \$175,000.00 to support the Griffith Observatory School Program during the 2014-15 school year and that appropriate recognition be given to FOTO; and,
2. Direct the Department’s Chief Accounting Employee to deposit the funds in the existing special account in Fund 302, Department 89, Account 89843M (Observatory School Program) upon receipt of the funds from FOTO.

SUMMARY:

For a seventh year, FOTO has generously agreed to donate \$175,000.00 to the Griffith Observatory (the Observatory), located at 2800 East Observatory Road, Los Angeles, California 90027. The donation is intended to continue FOTO’s support for the Observatory School Program through the 2014-15 school year.

The Griffith Observatory School Program serves fifth-grade students from across the region, with roughly half coming from the Los Angeles Unified School District. Due to significant reductions in the Observatory’s staffing and expense budgets in FY 2008-09, the Observatory sought FOTO’s assistance in supporting the continuation of the Griffith Observatory School Program for the 2008-09 school year. FOTO provided support again for the 2009-10, 2010-11,

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 14-260

2011-12, 2012-13, and 2013-14 school years. FOTO is continuing to seek a multi-year private sponsor for the program.

The donation funds will be deposited into the existing interest-bearing account in Fund 302, Department 89, Account 89843M (Observatory School Program) and used solely and exclusively for costs associated with the implementation of the Griffith Observatory School Program including reimbursements for part-time staffing, program expenses, and other related activities. The Department will continue to provide regular reports to FOTO on the disposition of the funding and status of the funds in the account.

### FISCAL IMPACT STATEMENT:

Acceptance of the donation will have no fiscal impact on the Department's General Fund, as the General Fund would not have been used for the program in the 2014-15 school year. Without the funds contributed by FOTO, the Griffith Observatory School Program would have been cancelled for the 2008-09, 2009-10, 2010-11, 2011-12, 2012-13, 2013-14, and 2014-15 school years.

This report was prepared by Mark Pine, Deputy Director, Griffith Observatory.



REPORT OF GENERAL MANAGER

NO. 14-261


DATE October 15, 2014


C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HOLLYWOOD BOWL SOUND WALL IMPROVEMENTS PROJECT –  
ASSIGNMENT OF RIGHT TO APPLY FOR PROPOSITION A CITIES  
EXCESS FUNDS; CITY COUNCIL RESOLUTION

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

\*V. Israel  \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Recommend to the City Council the adoption of the attached Resolution, which assigns to the Los Angeles Philharmonic Association (LAPA) a right to apply for Proposition A Cities Excess Funds in the amount of \$350,000.00, which are available from the Third Supervisorial District of the County of Los Angeles through the Los Angeles County Regional Park and Open Space District on condition that the funds are used for the completion of the Hollywood Bowl Sound Wall Improvements Project, located within the City of Los Angeles; and,
2. Direct staff to transmit a copy of the Resolution to the City Clerk for committee and City Council approval, in accordance with Proposition A guidelines.

SUMMARY:

As a designated grant administrator of Proposition A funds for the City of Los Angeles, the Department of Recreation and Parks (RAP) was contacted by the County of Los Angeles Department of Parks and Recreation (County) to secure the adoption of a City Council resolution assigning to the Los Angeles Philharmonic Association (LAPA) the right to apply for available Third Supervisorial District Proposition A Cities Excess Funds, pursuant to the Proposition A guidelines.

Currently operating the Hollywood Bowl Performing Arts Complex County Regional Park through a lease agreement with the County, LAPA worked with the County to assess the needs

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-261

of the Hollywood Bowl. As a result, the proposed Hollywood Bowl Sound Wall Improvements Project was identified. The project will mitigate noise impacts to the neighborhood surrounding the Hollywood Bowl and will include the installation of porous concrete material to replace existing soft materials and further improve control of the existing audio amplification system. The project is estimated to cost \$700,000.00, which includes \$350,000.00 in Proposition A Counties Excess Funds.

With the City Council action adopting the authorizing resolution, the County will be able to accept the assignment of and allocate the Proposition A Cities Excess Funds to LAPA for the Hollywood Bowl Sound Wall Improvements Project. Upon accepting the grant, LAPA will administer the funds and assume full responsibility of the completion of the Project.

FISCAL IMPACT:

There is no fiscal impact to RAP's General Fund as funding for the completion of this project will be the responsibility of LAPA.

This report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY LOS ANGELES  
ASSIGNING RIGHT TO APPLY FOR GRANT FUNDS FROM  
THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
FOR THIRD SUPERVISORIAL DISTRICT CITIES EXCESS FUNDS TO THE  
LOS ANGELES PHILHARMONIC ASSOCIATION FOR THE  
HOLLYWOOD BOWL SOUND WALL IMPROVEMENTS PROJECT**

WHEREAS, the people of the County of Los Angeles on November 3, 1992, and on November 5, 1996 enacted Los Angeles County Proposition A, Safe Neighborhood Parks Propositions (collectively the Propositions), which among other uses, provide funds to public agencies and nonprofit organizations in the County for the purpose of acquisition, development and/or rehabilitation of facilities and open space for public recreation;

WHEREAS, the Propositions also created the Los Angeles County Regional Park and Open Space District (the District) to administer said funds;

WHEREAS, the Los Angeles Philharmonic Association (LAPA) is requesting that the City of Los Angeles assign the right to apply for \$350,000.00 in Third Supervisorial District Cities Excess Funds, to LAPA for the Hollywood Bowl Sound Wall Improvements Project;

WHEREAS, the project will mitigate noise impacts to the neighborhood surrounding the Hollywood Bowl, and will include the purchase and installation of porous concrete material to replace existing soft materials and further improve control of the existing audio amplification system. The total estimate cost of the project is \$700,000.00;

WHEREAS, the Hollywood Bowl, is owned by the County of Los Angeles and operated by LAPA under a lease agreement, is located within the City of Los Angeles and the Hollywood Bowl Sound Wall Improvements Project will enhance safe and accessible recreational opportunities within the City of Los Angeles, at the Hollywood Bowl and benefit other County residents in the Third Supervisorial District.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby:

Assigns to the Los Angeles Philharmonic Association the right to apply for Proposition A Cities Excess Funds in the amount of \$350,000.00, in the Third Supervisorial District, for use in completing the Hollywood Bowl Sound Wall Improvements Project.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City Council of the city of Los Angeles at its meeting of \_\_\_\_\_.

HOLLY L. WOLCOTT, Interim City Clerk

By: \_\_\_\_\_

REPORT OF GENERAL MANAGER

NO. 14-262


DATE October 15, 2014


C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HOLLYWOOD BOWL LIGHTING IMPROVEMENTS PROJECT –  
ASSIGNMENT OF RIGHT TO APPLY FOR PROPOSITION A CITIES  
EXCESS FUNDS; CITY COUNCIL RESOLUTION

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

\*V. Israel  \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Recommend to the City Council the adoption of the attached Resolution, which assigns to the Los Angeles Philharmonic Association (LAPA) a right to apply for Proposition A Cities Excess Funds in the amount of \$650,000.00, which are available from the Third Supervisorial District of the County of Los Angeles through the Los Angeles County Regional Park and Open Space District on condition that the funds are used for the completion of the Hollywood Bowl Lighting Improvements Project, located within the City of Los Angeles; and,
2. Direct staff to transmit a copy of the Resolution to the City Clerk for committee and City Council approval, in accordance with Proposition A guidelines.

SUMMARY:

As a designated grant administrator of Proposition A funds for the City of Los Angeles, the Department of Recreation and Parks (RAP) was contacted by the County of Los Angeles Department of Parks and Recreation (County) to secure the adoption of a City Council resolution assigning to the Los Angeles Philharmonic Association (LAPA) the right to apply for available Third Supervisorial District Proposition A Cities Excess Funds, pursuant to the Proposition A guidelines.

Currently operating the Hollywood Bowl Performing Arts Complex County Regional Park through a lease agreement with the County, LAPA worked with the County to assess the needs

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-262

of the Hollywood Bowl. As a result, the proposed Hollywood Bowl Lighting Improvements Project was identified. The project will result in new outdoor lighting within the Hollywood Bowl campus, including the installation of freestanding lighting fixtures as well as landscape lighting in existing specimen trees. The project is estimated to cost \$1.3 million, which includes \$650,000.00 in Proposition A Counties Excess Funds.

With the City Council action adopting the authorizing resolution, the County will be able to accept the assignment of and allocate the Proposition A Cities Excess Funds to LAPA for the Hollywood Bowl Lighting Improvements Project. Upon accepting the grant, LAPA will administer the funds and assume full responsibility of the completion of the Project.

FISCAL IMPACT:

There is no fiscal impact to RAP's General Fund as funding for the completion of this project will be the responsibility of LAPA.

This report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY LOS ANGELES  
ASSIGNING RIGHT TO APPLY FOR GRANT FUNDS FROM  
THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
FOR THIRD SUPERVISORIAL DISTRICT CITIES EXCESS FUNDS TO THE  
LOS ANGELES PHILHARMONIC ASSOCIATION FOR THE  
HOLLYWOOD BOWL LIGHTING IMPROVEMENTS PROJECT**

WHEREAS, the people of the County of Los Angeles on November 3, 1992, and on November 5, 1996 enacted Los Angeles County Proposition A, Safe Neighborhood Parks Propositions (collectively the Propositions), which among other uses, provide funds to public agencies and nonprofit organizations in the County for the purpose of acquisition, development and/or rehabilitation of facilities and open space for public recreation;

WHEREAS, the Propositions also created the Los Angeles County Regional Park and Open Space District (the District) to administer said funds;

WHEREAS, the Los Angeles Philharmonic Association (LAPA) is requesting that the City of Los Angeles assign the right to apply for \$650,000.00 in Third Supervisorial District Cities Excess Funds to LAPA for the Hollywood Bowl Lighting Improvements Project;

WHEREAS, the project consists of new outdoor lighting within the Hollywood Bowl campus, including the purchase and installation of freestanding lighting fixtures, as well as, landscape lighting in existing specimen trees. The total estimated cost of the project is \$1,300,000.00; and

WHEREAS, the Hollywood Bowl, is owned by the County of Los Angeles and operated by LAPA under a lease agreement, is located within the City of Los Angeles and the Hollywood Bowl Lighting Improvements Project will enhance safe and accessible recreational opportunities within the City of Los Angeles, at the Hollywood Bowl and benefit other County residents in the Third Supervisorial District.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby:

Assigns to the Los Angeles Philharmonic Association the right to apply for Proposition A Cities Excess Funds in the amount of \$650,000.00, in the Third Supervisorial District, for use in completing the Hollywood Bowl Lighting Improvements Project.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Los Angeles at its meeting of \_\_\_\_\_.

HOLLY L. WOLCOTT, Interim City Clerk

By: \_\_\_\_\_

REPORT OF GENERAL MANAGER

NO. 14-263

DATE: October 15, 2014

C.D. 15


BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: BURLINGTON NORTHERN SANTA FE FOUNDATION GRANT –  
AUTHORIZATION TO SUBMIT GRANT APPLICATION; ACCEPTANCE OF  
GRANT

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

\*V. Israel \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_



  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks (RAP) to submit a Burlington Northern Santa Fe (BNSF) Foundation grant application to provide supplemental funding for the after school club program at Banning Recreation Center and Wilmington Recreation Center in the amount of \$10,000.00, subject to Mayor and the City Council approval;
2. Direct the staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA), and to the City Clerk for committee and City Council consideration, pursuant to the Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize RAP's General Manager to accept and receive the BNSF Foundation grant award, if awarded, in an amount up to \$10,000.00 from the BNSF Foundation to provide supplemental funding for after school programming at Banning Recreation Center and Wilmington Recreation Center, subject to the approval of the Mayor and City Council;
4. Designate RAP's General Manager, Executive Officer, or Assistant General Manager as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for administering the after school programming at Banning Recreation Center and Wilmington Recreation Center; and

## REPORT OF GENERAL MANAGER

PG. 2      NO. 14-263

5. Authorize RAP's Chief Accounting Employee to establish the necessary account and/or to appropriate funding received within "Recreation and Parks Grant" Fund 205 to accept the BNSF Foundation grant in an amount up to \$10,000.00, if awarded.

### SUMMARY:

In July 2014, the Department of Recreation and Parks (RAP) was found to be eligible to apply for a Burlington Northern Santa Fe (BNSF) Foundation Grant, which has an open online application due date. The purpose of the BNSF Foundation grant is to support and help improve the quality of life for thousands of communities across the 28 states through which BNSF operates and where BNSF employees live, work and volunteer.

Located in the area of Wilmington, California, the Banning Recreation Center and Wilmington Recreation Center are situated 2 miles and 0.5 miles, respectively, from the Port of Los Angeles, where BNSF operates a rail line. The Department is requesting \$10,000.00 in funding to support nutritional and physical activities at the Banning Recreation Center and Wilmington Recreation Center for their after school clubs.

These after school programs serve youth in grades 1 through 5. If awarded, the grant will facilitate a healthy lifestyles component into the programming. The new component will engage participants in 60 minutes of physical activity per day, promote good nutrition, and invite parent involvement to encourage and reinforce healthy habits at home.

In 2013, RAP received a BNSF Foundation grant in the amount of \$5,000.00, which was used to support the Healthy Lifestyles After School Program at Banning Recreation Center that resulted in providing more than 7,800 minutes of physical activity per child (CF No. 13-0550). Having fulfilled the requirements of the BNSF grant that was awarded in 2013, RAP is eligible to apply for another BNSF grant.

### FISCAL IMPACT STATEMENT:

The grant proposal gives stronger considerations to proposals that provide matching funds or in-kind support. The Department intends to fulfill the grant's match requirement in the form of in-kind contributions (e.g. labor, materials, services, and equipment).

This report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.



REPORT OF GENERAL MANAGER

NO. 14-264

DATE October 15, 2014

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LOS ANGELES PARKS FOUNDATION – APRIL 2014 THROUGH JUNE 2014  
QUARTERLY REPORT OF GIFTS MADE FOR THE BENEFIT OF LOS ANGELES CITY PARKS

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

\*V. Israel RAP  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board accept the Gifts listed in Exhibit-A of this Report, which were provided to the Department of Recreation and Parks (RAP) by the Los Angeles Parks Foundation (LAPF) during the period of April 2014 to June 2014, for each of the listed facilities and/or respective purposes.

SUMMARY:

In April 2008, the LAPF was incorporated in the State of California as a not for profit corporation for the benefit and enhancement of Los Angeles City parks and their related programs and services. The LAPF’s mission is to enhance, preserve, expand, and promote recreational opportunities and parks for the benefit of the people of Los Angeles. In coordination with RAP, LAPF fulfills its mission by raising funds from public and private sources for improvements and enhancements at our City parks that are above and beyond available City revenues. The LAPF solicits and receives gifts, donations, sponsorships, and contributions (collectively referred to as “Gifts”), which may or may not be restricted and/or specified for a specific park or purpose. In turn, LAPF works closely and cooperatively with RAP to provide Gifts that meet the unmet needs of City parks.

Attached hereto as Exhibit-A is a list of Gifts with a total value of \$252,965.00, provided by LAPF to RAP during a three month period from April 2014 through June 2014, including the names of the benefitting facilities and/or intended purpose(s).

REPORT OF GENERAL MANAGER

PG. 2            NO. 14-264

FISCAL IMPACT STATEMENT:

Acceptance of these Gifts results in no fiscal impact to RAP's General Fund except for unknown savings as such gifts may offset certain RAP expenditures.

This report was prepared by Joel Alvarez, Senior Management Analyst, and Raymond Chang, Management Analyst, Partnership Division, in coordination with Judith Kieffer, Executive Director of the Los Angeles Parks Foundation.

**Exhibit-A**

**Los Angeles Parks Foundation  
Gifts to Department of Recreation and Parks  
April 2014 to June 2014**

<b>Program / Projects</b>	<b>Purpose</b>	<b>Amount</b>
<b>Adopt-A-Park Program –</b>		
	Wells Fargo Bank / To be determined	\$ 25,000.00
	Archer School for Girls / Barrington Recreation Center	25,000.00
	Windward School / Mar Vista Recreation Center	25,000.00
<b>Donate-A-Bench Program –</b>		
	4 benches	10,814.00
<b>Friends of the Park –</b>		
	Various parks	3,948.00
	Rustic Canyon Park improvements	54,203.00
<b>Highland Park Senior Center –</b>		
	Park improvements	9,000.00
<b>Monument Fund –</b>		
	Tiffany and Co. / Cahuenga Peak project	100,000.00
	<b>Total Gifted</b>	<b>\$ 252,965.00</b>

REPORT OF GENERAL MANAGER

NO. 14-265


DATE October 15, 2014

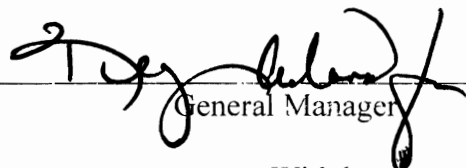
C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ROSS SNYDER RECREATION CENTER - TERMINATION OF AGREEMENT NO. 3472 WITH PACIFIC ASIAN CONSORTIUM IN EMPLOYMENT; AGREEMENT WITH MEXICAN AMERICAN OPPORTUNITY FOUNDATION FOR THE OPERATION AND MAINTENANCE OF A HEAD START RECREATIONAL CHILD DEVELOPMENT PROGRAM ON PARK PROPERTY

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

\*V. Israel  \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Terminate existing Agreement No. 3472 between the City of Los Angeles through the Department of Recreation and Parks (RAP) and Pacific Asian Consortium In Employment (PACE), a 501C (3) non-profit corporation, for the operation and maintenance of a Head Start Recreational Child Development Program at Ross Snyder Recreation Center;
2. Approve a proposed three (3) year agreement (Agreement), substantially in the form on file in the Board Office, between RAP and the Mexican American Opportunity Foundation (MAOF), a California non-profit organization, setting forth the terms and conditions for MAOF's use of park property at Ross Snyder Recreation Center, in accordance with RAP's Partnership Policy, to provide licensed Head Start preschool services to low income families, subject to the approval of the Mayor and of the City Attorney as to form;
3. Direct the Board Secretary to transmit the proposed Agreement, to the Mayor in accordance with Executive Directive No. 3, and concurrently to the City Attorney for review and approval as to form;

## REPORT OF GENERAL MANAGER

PG. 2

NO. 14-265

4. Authorize the Board President and Secretary to execute the Agreement upon receipt of the necessary approvals; and,
5. Direct RAP's Chief Accounting Employee to deposit in 302/89 account 89703H Childcare Operations MAOF Agreement for utility and other cost recovery reimbursements received into the accounts established for such purpose.

### SUMMARY

Under three-year Agreement No. 3472 between PACE and RAP, approved on September 5, 2012 (Report No. 12-255) and executed on August 16, 2013, PACE was previously authorized to provide licensed Head Start services at the Lindsay Center located at 1584 East Martin Luther King Jr. Boulevard within the grounds of Ross Snyder Recreation Center. In January 2014, the Los Angeles County Office of Education (LACOE) and PACE notified RAP that MAOF would be taking over operations of the Lindsay Center from PACE. To prepare for the transition, staff initiated discussions with MAOF regarding their acceptance of the premises and operation under a temporary revocable Right Of Entry Permit (ROE), followed by a separate agreement with RAP, as MAOF was scheduled to start operations in July 2014.

MAOF, a private non-profit agency, is a delegate Head Start service provider receiving federal Head Start funding through LACOE to operate the Lindsay Head Start Center. MAOF was issued Right Of Entry Permit No. PD-ROE-060 (ROE), allowing MAOF to operate at the facility until a longer term agreement could be approved by the Board and executed. The term for the ROE is one year, but shall terminate earlier should an agreement between MAOF and RAP be executed in accordance with RAP Policies.

In Report No. 11-296, which was approved on November 2, 2011, the Board made a finding that non-profit cooperative nursery, Head Start, pre-school and child care organizations are a recreational use of park property, as these programs provide indoor and outdoor child development through recreational experiences such as game playing, free play, and group sports play. Additionally, those federally funded Head Start Programs, such as that of MAOF, are free services provided by non-profit organizations for the benefit of children ages two (2) through five (5) from low income families. These programs encourage physical activity, demonstrate healthy lifestyle choices, help prepare participants enrolled in the programs for success in school, and meet the needs of special populations, including children with disabilities. Head Start Programs are required to be operated under California Childcare Center General Licensing requirements.

The Lindsay Head Start at Ross Snyder consists of two pre-fabricated classrooms with playground equipment in an adjacent gated and enclosed outside area. The classrooms were purchased years ago by the Head Start delegate prior to MAOF, with funding through LACOE.

## REPORT OF GENERAL MANAGER

PG. 3

NO. 14-265

At that time, the Head Start delegate received approval from RAP to have the classrooms placed on RAP property. The classrooms and play equipment are the property of the issuing delegate to run Head Start programming and are handed down to, or replaced by future Head Start delegates at sites that require modular classrooms and equipment. Under the terms of the contract between MAOF and LACOE, MAOF is responsible to maintain the classrooms and playground equipment. LACOE performs regular evaluations and maintains oversight of MAOF for compliance with relevant licensing requirements. If a notice of termination of the Agreement is initiated, RAP will allow a period of 180 calendar days for MAOF to remove classrooms and playground equipment from the property, thereby giving enough time for MAOF to acquire emergency funds from LACOE in order to implement and pay for MAOF's removal of the classrooms.

MAOF has provided Head Start services for over 35 years in Los Angeles County at low cost to the community's participants. The Head Start Program provided by MAOF follows the traditional school-year calendar. The Program promotes the development of self-sufficiency and social readiness in child-participants through constructive play and outdoor activities. MAOF provides morning and afternoon sessions, servicing up to 120 children per day. The annual value of services MAOF provides at the Lindsay Head Start Center is estimated at \$840,000.00 based on MAOF's annual budget for the operation.

Staff recommends approval of the proposed Agreement in order that MAOF may be allowed to continue using park property to provide a Head Start Program which provides recreational benefits and is in the best interest of the Central Los Angeles community.

Should the proposed Agreement be approved, MAOF's performance will be monitored through an annual performance review to ensure compliance with the Agreement. As part of the proposed Agreement, MAOF will be responsible, at its sole cost and expense, for all utility, maintenance, solid waste disposal, and repair costs related to the operation and maintenance of the Lindsay Head Start Center. As part of the proposed agreement, MAOF will pay directly to the provider, its sole cost and expense for utility, trash disposal and other cost related to the operation and maintenance of the Lindsay Head Start Center. Additionally, MAOF will pay a Cost Recovery Reimbursement Fee to RAP in the amount of \$142 per month or \$1,704 a year. The Cost Recovery Fee will cover indirect costs associated with the impact of MAOF's program to RAP in accordance with the Rates and Fees for Staff Impact Cost Recovery Reimbursement approved by the Board on July 19, 2012, Report No. 12-217.

### ENVIRONMENTAL IMPACT STATEMENT

Staff has determined that the execution of the proposed Agreement is for the operation of programming at an existing park facility involving negligible or no expansion of use and,

REPORT OF GENERAL MANAGER

PG. 4

NO. 14-265

therefore, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (14) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT

The proposed Agreement will have no adverse impact on RAP's General Fund as operations and program costs associated with MAOF's use of park property will be paid for by MAOF at no cost to the City, and any residual impacts on RAP will be offset through the collection of Cost Recovery Reimbursement Fees.

This report was prepared by Ellen Gaines Varela, Senior Recreation Director I, and Joei Alvarez, Senior Management Analyst, Partnership Division.

REPORT OF GENERAL MANAGER

NO. 14-266


DATE: October 15, 2014

C.D. 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SILVER LAKE OFF-LEASH DOG PARK – PRELIMINARY AUTHORIZATION TO INSTALL CREATIVE SIGNAGE TO PROMOTE AND ENCOURAGE RESPONSIBLE DOG PARK ETIQUETTE

R. Adams	_____	*V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	N. Williams	_____

  
 General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the City of Los Angeles Department of Recreation and Parks' (RAP) participation in developing creative signage that inform patrons of dog park etiquette and support RAP's efforts to maintain the City's Dog Parks, through a public contest created, sponsored, and implemented by the Office of Councilmember Mitch O'Farrell-Council District 13 (Signage Contest), with the assistance from the North East Silver Lake Neighborhood Watch, and the Silver Lake Dog Park Association; and,
2. Grant preliminary authorization to install the five (5) preferred creative signage designs at Silver Lake Off-Leash Dog Park selected through the Council District 13 implemented Signage Contest and approved by the Board.

SUMMARY:

The 1.25-acre Silver Lake Off-Leash Dog Park (Silver Lake Dog Park) is one of the oldest and most popular dog park destinations for community dog owners, to socialize and enjoy the attractive views of the sprawling hillside homes. Adjacent to the Silver Lake Reservoir, a focal point for the community, the Silver Lake Dog Park provides a large area for dogs to run and play as well as a separate area for small or timid dogs.

Silver Lake Dog Park is one of RAP's nine (9) Off-Leash Dog Parks within the City of Los Angeles (City). RAP's Off-Leash Dog Parks are unstaffed. RAP posts standard Los Angeles



## REPORT OF GENERAL MANAGER

PG. 2

NO. 14-266

Municipal Code (LAMC) signs at all RAP dog parks, to inform and attempt to maintain some level of control, so everyone may enjoy a day at the dog park (Attachment A). The posted legal regulations include LAMC 53.49, which requires that dog defecation be immediately removed by the dog owner. Although Silver Lake Dog Park is well liked, it has become clear that the existing LAMC 53.49 signage appears to be ineffective, requiring a new and innovative approach to motivate dog owners to fulfill their responsibilities.

Council District (CD) 13, the Silver Lake Dog Park Association, and the North East Silver Lake Neighborhood Watch are staunch supporters of the Silver Lake Dog Park. For the past five (5) years, these three (3) community groups, along with RAP, have come together annually to conduct a popular special event: The Howl-O-Ween Doggie Costume Pageant. This special event attracts over 200 participants and 80 dogs in costume. Recently these three (3) groups have played an intricate role in RAP's purchase and installation of greatly needed shade structures at the Silver Lake Dog Park, to provide shade for dog owners and their pets all year round. The shade structure installation is scheduled for mid-September 2014 and a shade structure dedication and dog park fundraiser event are scheduled to follow a week later.

Silver Lake community groups have noticed that some dog owners at the Silver Lake Dog Park neglect their legal responsibility for removal of dog defecation. This neglect leads to an unpleasant and malodorous environment. To address this concern, CD 13 and representatives from the Silver Lake Dog Park Association and the North East Silver Lake Neighborhood Watch, suggested that RAP post creative dog etiquette signs to grab the dog owners' attention and remind them of their need to clean-up after their dog(s).

In order to motivate community involvement on this issue, CD 13 is hosting a Dog Park Etiquette Sign Design Contest beginning August 1 and ending October 15, 2014. The goal is to add five (5) etiquette sign designs within the Silver Lake Dog Park to complement the standard posted legal notice. Contest Information and Rules are posted on CD 13's website. The public will be able to submit up to two (2) creative designs as directed by CD 13. The designs will then be judged by a committee made up from representatives of RAP, the Silver Lake Dog Park Association, the North East Silver Lake Neighborhood Watch, and Los Angeles Animal Services' Wildlife Program, the Mark Company, a local residential marketing and sales company, and other local animal welfare advocates. The top (5) five signs will be recognized at the 6<sup>th</sup> annual Howl-O-Ween Doggie Costume Pageant, on October 26, 2014. The five (5) winning sign designs will be presented to the Board of Recreation and Parks Commission for final approval.

The proposed signs will express the City's message (ie. to remind park patrons to remove their dog's defecation and thereby comply with LAMC Section 53.49). The signs will address on-site activity and will not promote or advertise a business. Therefore, the proposed signs will be non-commercial government speech. The signs would be a type of "Information Sign" as defined in

REPORT OF GENERAL MANAGER

PG. 3

NO. 14-266

LAMC Section 14.4.2 because they will contain "instructions". Information signs are permitted under the City's Sign Regulations. Information Signs may be temporary or permanent. An example of a creative etiquette sign design already used within the Chicago Park District, and a sample of the type of sign design we hope the contest will stimulate are attached (Attachment B).

Staff has discussed the proposed dog park etiquette sign designs with the Principal Grounds Maintenance Supervisors. Maintenance supports the efforts to maintain the City's Dog Parks through creative sign designs developed through public participation.

FISCAL IMPACT STATEMENT:

RAP's participation in the Dog Park Etiquette Sign Design Contest and the installation of dog park etiquette sign designs at Silver Lake Dog Park will have no adverse impact on RAP's General Fund as sign fabrication costs associated with the new etiquette signs will be paid from the fundraising efforts at the Shade Structure Dedication.

This report was prepared by Joel Alvarez, Senior Management Analyst and Leslie Richter, Senior Recreation Director I, Partnership Division.

## Attachment A

### Codes and Signs Posted at All City Off Leash Dog Parks

1. Dog defecation is to be immediately removed by owner (LAMC 53.49).	12. Absolutely no food or treats are allowed inside the park. The presence of food may lead to aggression.
2. Aggressive dogs are not allowed in the park. Dogs exhibiting unusually aggressive behavior are to be removed from the park at once (LAMC 53.34).	13. Alcohol is prohibited. (LAMC 41.27).
3. In the event of dog bite or injury owner/guardian must exchange current tag information and phone number (LAMC 53.29, 53.38).	14. Glass bottles and/or containers are not permitted in the park.
4. Dogs must not be unattended. (LAMC 53.10 and 53.12) any dogs left unattended will be taken to the shelter.	15. Grooming of dogs is prohibited in the park.
5. No smoking (LAMC 57.23.02).	16. Abandoning of animals is prohibited (497(s) P.C.).
6. For the health and safety of your puppy, no dogs under the age of four months are allowed to use the facility.	17. No bicycles, skateboards or rollerblades are permitted in the park.
7. All dogs over the age of four months shall be fully vaccinated and licensed (LAMC 53.21, 53.51 and LAMC 53.28). All dogs must wear collars and tags.	18. Small children must be closely supervised by an adult at all times. Please discourage your child from running to minimize the chance of your child being chased.
8. Dogs with communicable diseases are not allowed on park premises at any time. (LAMC 53.30).	19. Please do not leave valuables in your vehicle; leave them at home or secure them out of view in your vehicle prior to leaving home.
9. Female dogs in any stage of heat are not permitted in the park (LAMC 53.29).	20. Permits are required for all commercial activities. Please call (818) 785-5798 for permit information.
10. Dogs must be leashed at all times in the parking area (LAMC 53.06.2).	21. Security Service Los Angeles Police Department can be contacted at (213) 978-4670.
11. Dogs only! Animals other than dogs are not permitted inside the park. This includes but is not limited to: Wolf hybrid (LAMC 53.39), cats, pot bellied pigs, rabbits, ferrets, rats, birds and reptiles.	22. All Dogs must be spayed or neutered (LAMC 53.15.2).

**Attachment B**

Examples



Example of an etiquette design used at the Chicago Park District



Example of an etiquette design that can be submitted by the community

REPORT OF GENERAL MANAGER

NO. 14-267

DATE October 15, 2014

C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NORTH HOLLYWOOD PARK – PLAY AREA RENOVATION (PRJ20818)  
PROJECT - ALLOCATION OF QUIMBY FEES AND EXEMPTION FROM  
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

R. Adams \_\_\_\_\_

V. Israel \_\_\_\_\_

*for* R. Barajas CSD

K. Regan \_\_\_\_\_

H. Fujita \_\_\_\_\_

N. Williams \_\_\_\_\_

*Kenneth W. Regan (for)*  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Authorize the Department’s Chief Accounting Employee to transfer \$656,311.00 in Quimby Fees from the Quimby Fees Account No. 89460K-00 to the North Hollywood Park Account No. 89460K-NO;
2. Approve the allocation of \$656,311.00 in Quimby Fees, from the North Hollywood Park and Recreation Center Account No. 89460K-NO, for the North Hollywood Park - Play Area Renovation (PRJ20818) project, as described in the Summary of this Report;
3. Find that the actions taken by the Board herein are exempt from the California Environmental Quality Act (CEQA); and,
4. Authorize the Department’s Chief Accounting Employee to make technical corrections as necessary to carry out the intent of this Report.

SUMMARY:

North Hollywood Park is located at 5301 Tujunga Avenue in the North Hollywood area of the City. This 55.60 acre park provides a variety of services and programs to the community, including basketball, soccer, swimming, tennis, and youth, teen, and adult programs. Due to the size of the park and facilities, features, programs, and services it provides, North Hollywood Park meets the standard for a Community Park, as defined in the City’s Public Recreation Plan.

## REPORT OF GENERAL MANAGER

PG. 2                      NO. 14-267

Department staff has determined that the renovation and replacement of the existing children's play area is necessary and will be of benefit to park users. It is estimated that these improvements will cost approximately \$656,311.00.

Department staff recommends that \$656,311.00 in Quimby Fees from the Quimby Fees Account No. 89460K-00 be transferred to the North Hollywood Park and Recreation Center Account No. 89460K-NO, for and allocated to the North Hollywood Park - Play Area Renovation (PRJ20818) project.

Upon approval of this Report, the total Quimby Fees allocation for the Play Area Renovation project would be \$656,311.00. These Fees were collected within two (2) miles of North Hollywood Park, which is the standard distance for the allocation of the Quimby Fees for community parks and recreational facilities.

Department staff has determined that the subject project will consist of modifications to existing park facilities involving negligible or no expansion of use and placement of new accessory structures. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1,3) and Class 11(3) of the City CEQA Guidelines.

### FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees will have no fiscal impact on the Department as the implementation of the proposed park capital improvements will not increase the level of daily maintenance required at this facility.

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.

The maintenance of the proposed park improvements can be performed by current staff with no overall impact to existing maintenance service.

This report was prepared by Darryl Ford, Principal Project Coordinator, Planning, Construction, and Maintenance Branch.

REPORT OF GENERAL MANAGER

NO. 14-268

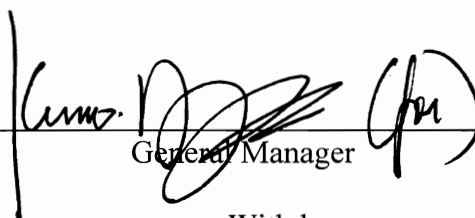
DATE October 15, 2014

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CYPRESS PARK COMMUNITY CENTER – YOUTH RECREATION SPACE (PRJ20567)(W.O. #E170103F) PROJECT – SUPPLEMENTAL AGREEMENT TO THE 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	_____	V. Israel	_____
<i>for</i> R. Barajas	<i>CSD</i>	K. Regan	_____
H. Fujita	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Supplemental Agreement to the Memorandum of Understanding (SMOU), 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. To extend the term of the agreement, for the construction of the Cypress Park Community Center – Youth Recreation Space (PRJ20567)(W.O. #E170103F) project by an additional twelve (12) months and increase the total construction funding by \$625,903.00, to a not-to-exceed amount of \$1,325,903.00, subject to the review and 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 additional appropriation, in the amount of \$625,903.00, be approved for the construction of the Cypress Park Community Center – Youth Recreation Space (PRJ20567)(W.O. #E170103F) project.

REPORT OF GENERAL MANAGER

PG. 2                      NO. 14-268

From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCT NO.</u>	<u>APPROPRIATION AMOUNT</u>
Sites and Facilities	TBD	\$246,207.00
Capital Improvement Expenditure Program (CIEP) Funds	TBD	\$59,696.00
Community Development Block Grant (CDBG 39 <sup>th</sup> PY) Funds	TBD	\$120,000.00
Community Development Block Grant (CDBG 40 <sup>th</sup> PY) Funds	TBD	<u>\$200,000.00</u>
Total:		\$605,903.00

To:

Through GSD Account E140 and from there to the appropriate GSD accounts in Fund 100, Department 40, as follows:

001101 – Hiring Hall construction	\$151,476.00
001121 – Hiring Hall Fringe Benefits	\$ 90,885.00
003180 – Construction Materials and Supplies	<u>\$363,542.00</u>
Total:	\$605,903.00

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 SMOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the SMOU prior to October 25, 2014, subsequent to the approval of the City Attorney as to form.

SUMMARY:

On May 16, 2012, the Board approved the MOU for the Cypress Park Community Center – Youth Recreation Space (PRJ20567)(W.O. #E170103F) project (Board Report No.12-142). The term of the MOU was for twenty-four (24) months and funds in the amount of \$700,000.00, were obligated by way of the executed MOU. At the time of the expiration of the MOU, GSD had completed the majority of construction tasks and had exhausted \$700,000.00 of the authorized funds. Additional funds have been made available from CDBG, CIEP, and Sites and Facilities to complete the remaining scope.



## REPORT OF GENERAL MANAGER

PG. 3                      NO. 14-268

The project is a Proposition K 7<sup>th</sup> Cycle Competitive project located at 3320 Pepper Avenue, Los Angeles, California 90065, within Council District 1. The Proposition K line item scope of work is to “construct youth recreation space as part of a new community center at former library facility.”

The project converts the old Cypress Park Branch Library into a community center, including renovation of the old building for youth activities. The detailed scope of work entails facility upgrades for code compliance including disabled access, structural, electrical, mechanical, and fire protection/life safety upgrades. The project also includes improvements to the landscape and irrigation.

The building, which is on the National Register of Historic Places, is a one-story colonial revival style designed in an L-plan, with a total of 2800 internal square feet, and with a high-pitched gable roof built in 1926. The building served as a public library for over seventy (70) years until the community’s needs exceeded the building’s capacity. A new Cypress Park Branch Library was opened in January 2003, rendering the old building obsolete for its original purpose. The former library has been vacant and boarded up since May 2008. In November 2008, the City of Los Angeles’ Board of Library Commissioners approved the transfer of the property to RAP. On January 16, 2009, the Los Angeles City Council also approved the transfer of jurisdiction of the former library building to RAP (Council File No. 08-2730).

GSD has completed the following:

- ADA compliant restrooms and access to the facility (ramp, automatic electric door, hardware).
- Repaired leaking roof.
- Replaced the existing deteriorated windows and doors with new energy efficient windows and French doors with security and historic features.
- Installed two (2) new partitions with French doors to repurposing the library space into youth recreation space.
- The lead containing paint exterior and interior was encapsulated.
- The sagging floor was leveled and the foundation repaired.
- New electrical panel to support the new HVAC and computer room was installed.
- Cut opening to hoist HVAC units into an attic.
- Cleared the site and removed overgrown trees that threaten the structure.
- Repaired staff restroom and kitchen.
- Repaired interior lighting.

## REPORT OF GENERAL MANAGER

PG. 4

NO. 14-268

GSD notified BOE that additional funding would be needed to complete the project due to unanticipated site conditions. As this is an old historic building, there was extensive hazardous material in the building, including lead based paint, asbestos, and floor tile and mastic which had to be abated. In addition, the fact that the building was boarded up for several years, plumbing required more extensive repair and restoration than originally anticipated to bring the building into compliance with current building codes. BOE is projecting that additional funds in the amount of \$605,903.00 will be sufficient to complete the remaining scope and return the building to service as a “Community Center.” The remaining scope is as follows:

- HVAC units.
- Power for computer room.
- Restore wood floor.
- Paint interior and exterior.
- Landscaping and irrigation.
- Restore reception desk.

BOE’s total construction cost estimate for the remaining project scope is \$605,903.00 including contingency. Upon approval of this Report, the total anticipated not-to-exceed construction amount will be \$1,305,903.00.

Upon approval of the Board, Mayor and the City Council, a total of \$605,903.00 from Capital Improvement Expenditure Program (CIEP), Sites and Facilities, and Community Development Block Grant (CDBG) funds will be requested for appropriation to GSD.

GSD has agreed to continue to work as the MOU and funds are being arranged. This will save the expenses for demobilization, remobilization and security during the closure. Completion of construction is estimated to take an additional one hundred twenty (120) calendar days for this added project scope.

The project to be executed under the proposed SMOU has been previously determined to be categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1), Class 4(3) and Class 31 of the City CEQA Guidelines. A Notice of Exemption (NOE) was filed with the Los Angeles County Clerk on June 10, 2010. The project scope and environmental setting have not changed substantially; therefore, the NOE is still valid and no additional CEQA documentation is required for the Board’s approval of the MOU.

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

REPORT OF GENERAL MANAGER

PG. 5                      NO. 14-268

FISCAL IMPACT STATEMENT:

At this time, there is no Fiscal Impact to the Department of Recreation and Parks for this action. Once this project is completed, operational maintenance cost will be determined. Upon project completion, a request for funding will be submitted in future Department annual budget requests.

This Board Report was prepared by Shashi Bhakta, 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 Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 14-269

DATE October 15, 2014

C.D. 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HANSEN DAM – PHASE II – RANGER STATION (W.O. #E170405F)  
PROJECT – FINAL ACCEPTANCE

R. Adams	_____	V. Israel	_____
<i>for</i> R. Barajas	<u>CSD</u>	K. Regan	_____
H. Fujita	_____	N. Williams	_____

*Kenn W. Regan (for)*  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of the work performed to construct the Hansen Dam – Phase II – Ranger Station (W.O. #E170405F) project, under the Memorandum of Understanding (MOU), between the Department of Recreation and Parks (RAP), Department of Public Works, Bureau of Engineering (BOE), and the Department of General Services (GSD), Construction Forces as outlined in the Summary of this Report;
2. Authorize the Board Secretary to furnish GSD with a letter of completion for the subject project.

SUMMARY:

On June 17, 2009, the Hansen Dam – Phase II – Ranger Station (W.O. #E170405F) project was awarded to the GSD in the amount of \$4,650,000.00 (Board Report No. 09-169), through the approval of a Memorandum of Understanding (MOU) between RAP, GSD and BOE for the construction of a new Ranger Station. Funds were obligated prior to the end of Fiscal Year 2008-2009 by way of an executed MOU in order to avoid loss of the Proposition K funds.

The Hansen Dam – Phase II – Ranger Station (W.O. #E170405F) project, located at 12200 West Osborne Street, Lake View Terrace, California 91342, called for the construction of a new, single story, 4,600 square foot building. The building includes offices for the park rangers, a visitor center, including the entry point for the patrons of Hansen Dam campgrounds and equestrian trails, public restrooms, a community meeting room, a communication center,

## REPORT OF GENERAL MANAGER

PG. 2

NO. 14-269

lunch room and storage. The project also has park ranger and visitor parking, road improvements including reconfiguration of the park entrance to monitor site access, site grading and landscaping, and new utility connections including an extension of the sewer line. The building roof line extends beyond the building envelope providing a shade structure covering most of the front lawn to allow for outdoor events to be held comfortably.

The original MOU amount of \$4,650,000.00 was a budgetary figure provided to GSD and was not based upon a cost estimate developed by GSD. It was recognized at the time of award to GSD that the MOU would have to be amended to reflect the total construction cost, at the time of completion of plans and specifications for the project.

Upon completion of the plans and preparation of a detailed construction cost estimate, GSD requested an additional \$1,892,531.00 to fund the construction of the project. A Supplemental Agreement to the MOU (SMOU) was approved by the Board on February 18, 2011 (Board Report No. 11-053), and the funds were transferred to GSD. The MOU amount, including a 10% contingency of \$594,776.00, had a new total not-to-exceed amount of \$6,542,531.00.

Due to the complex design of the project, numerous unforeseen conditions, errors and omissions in design as well as in GSD's original construction cost estimate, additional funding was requested by GSD, in an amount of \$907,469.00, for a new total not-to-exceed amount of \$7,450,000.00. The additional funding was approved by the L.A for Kids Steering Committee on May 30, 2013 and an Amendment to the SMOU was approved by the Board on November 6, 2013 (Board Report No. 13-275).

GSD completed the project on November 30, 2013, and the quality of the work is excellent. A total of seventy-five (75) Change Orders were approved, for a total amount of \$797,832.83, or 12% percent of the total final construction cost. The Change Orders were like result of errors and omissions in the construction documents, as well as unforeseen conditions, and added and/or changed scope to improve serviceability and functionality and scope not captured in GSD's original construction cost estimate. The final total construction cost, including change orders, was \$7,442,560.91. There are no contract compliance or labor issues with the work done under this MOU.

### FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to RAP's General Fund, due to \$14,050.00 requested and received in the City's Fiscal Year 2012-2013 budget for part time maintenance staff funding. However, future operational maintenance costs will be determined and a request for funding will be submitted in future Department's annual budget requests.

REPORT OF GENERAL MANAGER

PG. 3

NO. 14-269

This Report was prepared by Sean Phan, Project Manager, Recreational and Cultural Facilities Program. Reviewed by Neil Drucker, Program Manager, BOE, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, BOE and Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch, Department of Recreation and Parks.

# CO & CO Request Log: Hansen Dam Phase II - Ranger Station W.O.No.: E170405F

CO No	CO Req	DESCRIPTIONS	PCO ECO Date	GC Prop Amount	Proposal Date	CMD Est Amount	Apprvd Amount	Apprvd Date	Change Order Status	FCO Date	C.O. Type	Pymt Type	Cal. Days Req.	Apv'd Comp Cal Days	Apv'd Non Comp Cal Days	REMARKS
001	GSD	Stabilize lead paint on wood and steel structure to be demolished			08/16/10	\$ 1,835.00	\$ 1,835.00	08/17/10	Executed							GSD Omission
003	GSD	Engineer, Design and Plan Check for the fire sprinkler system.			09/20/10	\$ 20,175.00	\$ 20,175.00	09/22/10	Executed							GSD Omission
004	GSD	Fire Alarm System			10/21/10											
4r1	GSD	Fire Alarm System			06/22/11											
005	GSD	Security Alarm System			08/23/10											GSD Omission
5r1	GSD	Security Alarm System			09/23/10	\$ 16,200.00	\$ 16,200.00	10/14/10	Executed							GSD Omission
007	GSD	Additional SWPPP Material			09/20/10	\$ 3,350.00	\$ 3,350.00	09/22/10	Executed							GSD Omission
008	GSD	Deck Fence's Footings Modification			10/07/10	\$ 24,942.00	\$ 24,942.00	10/27/10	Executed							Error and Omission
010	GSD	Add. Pipe, fitting for storm drains			10/19/10	\$ 7,113.00	\$ 7,113.00		Executed							Unforeseen condition
011	GSD	Add. 3" Pipes for domestic & irrigation			12/21/10	\$ 52,048.00	\$ 52,048.00	01/06/11	Executed							Error & Omission
012	GSD	Addition over-ex for canopy area			01/24/11	\$ 14,734.00	\$ 14,734.00	01/26/11	Executed							GSD Omission
013	GSD	Install Filler Plates as Filler			01/24/11	\$ 7,752.00	\$ 7,752.00	01/26/11	Executed							GSD Omission
014	GSD	Elevation Conflict of Sewer Line and Storm Drain			01/31/11	\$ 1,690.00	\$ 1,690.00	03/01/11	Executed							Unforeseen condition
015	GSD	Increase in rebar for CMU footing			02/16/11	\$ 8,892.00	\$ 8,892.00	03/01/11	Executed							Error & Omission
016	GSD	Verizon and Electrical Pullbox			03/15/11	\$ 48,304.00	\$ 48,304.00	09/28/11	Executed							GSD Omission
017	GSD	Stormceptor Structural Calcs			03/14/11	\$ 3,230.00	\$ 3,230.00	04/06/11	Executed							Unforeseen condition
018	GSD	Rebar in Light Standard Footing			03/21/11	\$ 8,723.00	\$ 8,723.00	04/06/11	Executed							Error & Omission
019	GSD	Fire Sprinkler Installation			04/05/11				Executed							GSD Omission
19r1	GSD	Fire Sprinkler Installation			01/24/12	\$ 68,295.00	\$ 68,295.00	02/15/12	Executed							GSD Omission
020	GSD	5" Bollard for Transformer Pad			04/05/11	\$ 3,494.00	\$ 3,494.00	04/06/11	Executed							Error & Omission
021	GSD	3D Model details			04/11/11	\$ 7,267.00	\$ 7,267.00	04/21/11	Executed							Error & Omission
022	GSD	Additional HD Bolts and Anchor Bolts			04/27/11	\$ 2,917.00	\$ 2,917.00	04/28/11	Executed							Error & Omission
023	GSD	HSS Column			05/16/11											
23R1	GSD	Revision to change order #23			06/22/11	\$ 16,219.00	\$ 16,219.00	07/12/11	Executed							Error & Omission
024	GSD	Base Plate Increase			05/16/11	\$ 1,796.00	\$ 1,796.00	07/12/11	Executed							Error & Omission
025	GSD	HSS Beam connection plates			05/25/11	\$ 3,354.00	\$ 3,354.00	07/12/11	Executed							Error & Omission
026	GSD	Mechanical wall screen support			05/25/11	\$ 2,637.00	\$ 2,637.00	07/12/11	Executed							Error & Omission
027	GSD	Sheer wall connection			07/20/11											
27r1	GSD	Delta 3 Details and Addition			10/24/11	\$ 12,618.00	\$ 12,618.00	08/03/11	Executed							Error & Omission
028	GSD	Addition of Grade Beam per Delta 3			08/08/11	\$ 9,868.00	\$ 9,868.00	09/23/11	Executed							Error & Omission
029	GSD	Dowels at Spread Footing			08/16/11	\$ 5,443.00	\$ 5,443.00	10/04/11	Executed							Error & Omission
030	GSD	Spread Footing Modification (due to adjacent caisson)			08/16/11	\$ 3,339.00	\$ 3,339.00	09/23/11	Executed							Error & Omission
031	GSD	Additional threaded bolts at spread footings			08/16/11	\$ 1,078.00	\$ 1,078.00	09/23/11	Executed							Error & Omission
032	GSD	Electrical storage area			08/17/11	\$ 1,273.00	\$ 1,273.00	09/23/11	Executed							Error & Omission
033	GSD	Furnish and install roof deck head out			09/28/11	\$ 1,251.00	\$ 1,251.00	12/20/11	Executed							GSD Omission
034	GSD	Furnish and install 6" backflow			10/03/11	\$ 4,376.00	\$ 4,376.00	11/07/11	Executed							GSD Omission
035	GSD	N/A			10/03/11	\$ 13,847.00	\$ 13,847.00	12/20/11	Executed							Error & Omission
036	GSD	Mechanical Concrete Topping			10/25/11											
37r1	GSD	Mechanical Concrete Topping			11/01/11	\$ 16,438.00	\$ 16,438.00	11/07/11	Executed							GSD Omission
038	GSD	Canopy Caisson Detailing			11/28/11	\$ 3,347.00	\$ 3,347.00	02/15/12	Executed							Error & Omission
039	GSD	Relocating Beam			11/28/11	\$ 2,995.00	\$ 2,995.00	02/23/12	Executed							Error & Omission
040	GSD	N/A														
041	GSD	Provide, Install and Remove Safeguard Rails at low bldg			01/11/12	\$ 24,828.00	\$ 24,828.00	02/15/12	Executed							GSD Omissions
042	GSD	Provide, alter and install WT's angles			01/24/12	\$ 5,263.00	\$ 5,263.00	02/15/12	Executed							Error & Omission
043	GSD	Trailer, fencing, rumble plate rentals			01/19/12	\$ 11,217.00	\$ 11,217.00	02/23/12	Executed							Error & Omission
044	GSD	Decking Support at Conmer			01/30/12	\$ 18,965.00	\$ 18,965.00	02/15/12	Executed							Error & Omission
045	GSD	Ceiling Flutes			02/08/12	\$ 1,559.00	\$ 1,559.00	02/23/12	Executed							Error & Omission

ID	Description	Change Order Status				C.O. Type 1	U: Uniforseen E: Errors & Omissions S: Change in Scope LS: Lump Sum TM: Time & Material CAN: Canceled	Percentage		GSD Omission Error & Omission
		Executed	Negotiated	Unresolved	Canceled			Change Order	Percentage	
046	GSD Boulder Display	04/17/12	\$ 5,040.00	\$ 5,040.00	04/26/12	Executed			GSD Omission	
047	GSD Standing Seam	02/28/12	\$ 1,493.00	\$ 1,493.00	04/16/12	Executed			Error & Omission	
048	GSD Fabricate and install Shims at WT's and Decking Connection	03/06/12	\$ 3,984.00	\$ 3,984.00	03/14/12	Executed			Error & Omission	
049	GSD Pipe Sleeve	04/05/12	\$ 2,783.00	\$ 2,783.00	04/16/12	Executed			Error & Omission	
050	GSD Roof - Zgirt	04/16/12	\$ 28,445.00	\$ 28,445.00	04/16/12	Executed			Error & Omission	
051	GSD Parapet	03/29/12	\$ 4,761.00	\$ 4,761.00	04/16/12	Executed			GSD Omission	
052	GSD Restroom Partition	06/21/12	\$ 25,565.00	\$ 25,565.00	06/21/12	Executed			GSD Omission	
053	GSD Roof Drain Head Out	05/01/12	\$ 13,210.00	\$ 13,210.00	05/14/12	Executed			GSD Omission	
054	GSD Reinforcement @ Column Blockout	05/08/12	\$ 1,816.00	\$ 1,816.00	05/14/12	Executed			Error & Omission	
055	GSD Stainless steel disconnect	06/11/12	\$ 9,713.50	\$ 9,713.50	06/11/12	Executed			Error & Omission	
056	GSD Restroom Accessories	09/24/12	\$ 17,593.00	\$ 17,593.00	09/24/12	Executed			Error & Omission	
057	N/A									
058	GSD Mailbox	07/09/12	\$ 804.00	\$ 804.00	07/09/12	Executed			Error & Omission	
059	GSD Light Gage Welding	08/27/12	\$ 23,525.00	\$ 23,525.00	08/27/12	Executed			GSD Omission	
060	GSD Closure Facia Attachment	08/27/12	\$ 2,302.33	\$ 2,302.33	08/27/12	Executed			Error & Omission	
061	GSD Valley Flashing	08/27/12	\$ 2,125.00	\$ 2,125.00	08/27/12	Executed			Error & Omission	
062	GSD HVAC Finish	08/27/12	\$ 9,345.00	\$ 9,345.00	08/27/12	Executed			GSD Omission	
063	GSD Window Sills Modification	09/18/12	\$ 4,659.00	\$ 4,659.00	09/18/12	Executed			Error & Omission	
064	GSD Service Entrance Light (West of Bldg)	09/18/12	\$ 1,300.00	\$ 1,300.00	09/18/12	Executed			Error & Omission	
065	GSD Aluminum & corner window eyes brown	09/18/12	\$ 9,225.00	\$ 9,225.00	09/18/12	Executed			GSD Omission	
066	GSD Expansion Joint Filler	10/01/12	\$ 3,510.00	\$ 3,510.00	10/01/12	Executed			GSD Omission	
067	N/A									
068	GSD Rolling Gate	10/02/12	\$ 42,470.00	\$ 42,470.00	10/02/12	Executed			Error & Omission	
069	GSD Shear Wall Attachment	10/09/12	\$ 2,148.00	\$ 2,148.00	10/09/12	Executed			Error & Omission	
070	GSD Install Flush Urinals	10/09/12	\$ 2,020.00	\$ 2,020.00	10/09/12	Executed			Error & Omission	
071	GSD Fine Sile Grading	10/22/12	\$ 13,651.00	\$ 13,651.00	10/22/12	Executed			GSD Omission	
072	GSD Additional Restroom Partition Work	11/06/12							Error & Omission	
72R1	GSD Additional Restroom Partition Work	12/18/12	\$ 1,881.00	\$ 1,881.00	12/18/12	Executed			Error & Omission	
073	GSD Water Sealer and Graffiti Coating	01/24/13	\$ 11,223.00	\$ 11,223.00	01/24/13	Executed			Error & Omission	
074	GSD Additional rebar for gate track footings	02/13/13	\$ 1,268.00	\$ 1,268.00	02/13/13	Executed			GSD Omission	
075	GSD Fabrication and Installation of Phenolic Lockers	02/14/13	\$ 4,077.00	\$ 4,077.00	02/14/13	Executed			Error & Omission	
076	GSD Backflow regulator	02/27/13	\$ 5,598.00	\$ 5,598.00	02/27/13	Executed			GSD Omission	
077	GSD Deck fencing	04/16/13	\$ 3,993.00	\$ 3,993.00	04/16/13	Executed			Uniforseen Condition	
078	GSD Irrigation backflow size	06/03/13	\$ 1,571.00	\$ 1,571.00	06/03/13	Executed			Error & Omission	
079	GSD Front door hardware	06/05/13	\$ 1,841.00	\$ 1,841.00	06/05/13	Executed			Uniforseen Condition	
080	GSD Water Heater Expansion Tank	06/19/13	\$ 4,153.00	\$ 4,153.00	06/19/13	Executed			Error & Omission	
081	GSD Additional conduits and relay for HVAC	07/09/13	\$ 3,328.00	\$ 3,328.00	07/09/13	Executed			GSD Omission	
									Error & Omission	
	Original Contract Price		\$ -	\$ -					Executed Change Orders	
	Original Contingency		\$ -	\$ -					75	
	Σ (Executed Change Orders)		\$ 797,832.83	\$ 797,832.83					\$ 797,832.83	
	Revised Contract Price		\$ 797,832.83	\$ 797,832.83					Forecasted Change Orders	
	Outstanding Contingency		\$ (797,832.83)	\$ (797,832.83)					0	
	Num. Of Approved Days		0 Cal. Days	0 Cal. Days					Canceled Change Orders	
									0	

**Footnotes**

- Percentages of Change Order Types are based on approved dollar amounts.
- Forecasted Change Orders = Unresolved + Negotiated



REPORT OF GENERAL MANAGER

NO. 14-270

DATE October 15, 2014


C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: L.A. FOR KIDS PROGRAM: PROPOSITION K 9<sup>TH</sup> CYCLE COMPETITIVE GRANT REQUEST FOR PROPOSALS PROCESS – AUTHORIZATION TO RELEASE REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL GRANT WRITING SERVICES

R. Adams \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
H. Fujita \_\_\_\_\_

\* V. Israel \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve the Department of Recreation and Parks' (RAP) Request for Qualifications (RFQ), substantially in the form on file in the Board Office, for professional grant writing services needed to compete for L.A. for Kids Program: Proposition K 9<sup>th</sup> Cycle Competitive Grant funding, subject to the review and approval as to form by the City Attorney;
2. Find that RAP does not have available in its employ personnel with sufficient time and expertise to undertake this specialized professional task in a timely manner and that it is more feasible, economical, and in the best interest of the City of Los Angeles to secure these services by contract;
3. Direct staff to advertise the RFQ and conduct the RFQ evaluation process for the selection of grant writers for the Proposition K 9<sup>th</sup> Cycle Competitive Grant;
4. Approve the appropriation of \$60,000.00 from Department 88, Fund No. 302, Account No. 3040, for grant writing services to assist with the development of grant applications for the Proposition K 9<sup>th</sup> Cycle Competitive Grant;
5. Authorize RAP General Manager, Executive Officer, or Assistant General Manager to execute resulting agreements with the selected grant writers, subject to review and approval

## REPORT OF GENERAL MANAGER

PG. 2      NO. 14-270

of the City Attorney as to form; and,

6. Authorize staff to make any technical changes, as may be necessary to execute the resulting agreements.

### SUMMARY:

In January 2015, the Public Works Bureau of Engineering is expected to release the L.A. for Kids Program: Proposition K 9<sup>th</sup> Cycle Competitive Grant Request for Proposals. RAP is requesting authority to secure personal service contractors with grant writing expertise to assist with the development of approximately twenty competitive grant proposals. To ensure sufficient time for grant writers to research and provide a detailed description of and responses to proposal questions for the proposed projects, as well as allowing staff adequate time to review the contracted deliverables for the development of the final grant proposals, RAP is aiming to have the contractors in place with executed agreements by December 2014. The anticipated deadline for grant proposal submission is April 2015.

There is insufficient staff available to adequately conduct the necessary research activities involved in each unique project and develop in-depth and well-thought-out responses to the detailed grant proposal questions, Grant writing services are typically utilized to assist with the development of multiple proposals during a particular grant cycle. RAP's Grants Administration Division will coordinate the preparation, development, and submission of the final grant proposal packages.

The RFQ seeks to secure qualified and experienced grant writers that will meet or exceed the City's expectations for developing a quality, professional proposal that is in accordance with the Prop K grant proposal guidelines.

### FISCAL IMPACT STATEMENT:

RAP is anticipating one (1) to two (2) project proposals per Council District at \$3,000.00 per deliverable. The fiscal impact is estimated to be \$60,000.00 to cover the costs for grant writing services.

This report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

## MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

### GENERAL MANAGER'S REPORTS:

<u>ORIGINALLY PLACED ON BOARD AGENDA</u>	<u>PLACED ON MATTERS PENDING</u>	<u>DEEMED WITHDRAWN</u>
--	--	-----------------------------

None

### BIDS TO BE RECEIVED:

None

### PROPOSALS TO BE RECEIVED:

11/04/14 Joy Picus Child Care Center – Request for Proposals

01/27/15 Winter Theme Lighting at Pershing Square

### QUALIFICATIONS TO BE RECEIVED:

10/28/14 Electrical Construction, Retrofit, Maintenance and/or Repairs – Request for Qualifications