

APPROVED
DEC 12 2007

REPORT OF GENERAL MANAGER

NO. 07-292

DATE December 12, 2007

BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WHITE POINT NATURE PRESERVE - PARKING LOT PROJECT (W.O. #E170963F) - AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, BUREAU OF ENGINEERING, AND DEPARTMENT OF GENERAL SERVICES

R. Adams	_____	J. Kolb	_____
H. Fujita	_____	F. Mok	_____
S. Huntley	_____	K. Regan	_____
V. Israel	_____	*M. Shull	<i>[Signature]</i>

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the proposed Amendment to the Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Bureau of Engineering (BOE) of the Department of Public Works, and the Department of General Services (GSD) to expand the scope of work to include demolition and improvements to the existing Parking Lot facility, to increase the total construction funding for the project by \$60,000, for a total construction cost of \$279,046, and extend the term of construction to 180 calendar days after the transfer of funds to GSD or execution of the proposed Amendment to the MOU, whichever is later, for the White Point Nature Preserve - Parking Lot project (W.O. #E170963F), subject to the approval of the City Attorney as to form;
2. Authorize the Department's Chief Accounting Employee, subject to City Council and Mayor's approval, in accordance with the proposed MOU Amendment, to request the City Administrative Officer (CAO) to include in the CAO Report to the City Council a recommendation to appropriate \$60,000 in construction funds to GSD, as follows:

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FROM:

<u>Fund Sources</u>	<u>Fund/Dept/ Account No.</u>	<u>Encumbrance Amount</u>
Proposition 12 Per Capita	205/88/TBD	\$60,000 ⁽¹⁾
	Total	\$60,000

⁽¹⁾ Public Work Trust Fund (Proposition 12/40 Cash Flow Account) will be used to cash flow \$60,000 of the Proposition 12 Per Capita funds and will be reimbursed upon receipt of the funds from the State.

TO:

Through GSD Account, to the appropriate GSD accounts in Fund 100, Dept. 40, listed below:

1101 – Construction Salaries Hiring Hall:	\$20,000
1121 – Construction Salaries Hiring Hall Fringe Benefits:	\$6,000
3180 – Construction Materials and Supplies:	\$34,000
Total:	\$60,000

3. Authorize the Department's Chief Accounting Employee to transfer cash to GSD on an as-needed basis, upon review and approval of the expenditure reports submitted by GSD and approval of those reports by Bureau of Engineering Project Manager;
4. Direct the Board Secretary to transmit the proposed Amendment to the MOU to the City Attorney for review and approval as to form; and,
5. Authorize the General Manager to execute the proposed Amendment, subject to approval as to form by the City Attorney.

SUMMARY:

The White Point Nature Preserve - Parking Lot Project (W.O. #E170963F) is located at 1648 West Paseo Del Mar, Los Angeles 90731. On January 17, 2007, the Board approved a Memorandum of Understanding between the RAP, BOE, and GSD, to provide construction services for the project (Board Report No. 07-18). The project consists of constructing a permeable surface parking lot for cars and school buses for the White Point Nature Preserve facility. The project, which started construction on June 25, 2007, is currently under construction and is ninety-five percent (95%) complete. The project scope, as designed, includes the demolition of existing roadway, development of a permeable surface parking lot, reconfiguration of the existing railing, installation of a new landscape irrigation system adjacent to the parking lot, entrance signage and related construction work.

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Although the original plans included demolition of the existing roadway, reconfiguration of existing perimeter railing, entrance signage, and related work, insufficient funds were available for some of that work. Therefore, the MOU with GSD did not include the funding or direction for them to construct these elements. However, additional funding has been identified so these elements can be added back into the scope of work. Additionally, the Palos Verdes Peninsula Land Conservancy, as operator of the facility, requested a new drip irrigation system around the inside perimeter of the parking lot also be added. Department staff concurs with this request. To cover the additional cost to add the requested new work scope, an additional \$75,000 of Prop 12 Per Capita funds has been identified. Of the \$75,000 additional funds, \$60,000 is being requested to increase the current MOU amount from \$219,046 to \$279,046. The remaining \$15,000 will be used to cover non-construction related project costs, including the design work, project management and other necessary activities to complete the additional scope of work under this amendment to the MOU. With the additional funds identified, the total amount to be provided to GSD for the full and complete construction of the project is \$279,046.

GSD has indicated that they can complete all required construction within 180 calendar days after the transfer of funds to GSD or execution of the Amendment to the MOU, whichever occurs last. Funds are provided from the following accounts:

<u>Funding Source</u>	<u>Fund/Dept/Acct No.</u>	<u>Funding for Initial MOU (Board Report No. 07-18)</u>	<u>Funding for Proposed MOU Amendment</u>	<u>Total Project Funding</u>
Proposition 12 Per Capita	45W/22/T417	\$ 78,654	-	\$ 78,654
MTA Call for Bids Grant	205/89/AM01	\$140,392	-	\$140,392
Proposition 12 Per Capita	205/88/TBD		<u>\$60,000</u>	<u>\$ 60,000⁽¹⁾</u>
TOTAL		<u>\$219,046</u>	<u>\$60,000</u>	<u>\$279,046</u>

⁽¹⁾ Public Work Trust Fund (Proposition 12/40 Cash Flow Account) will be used to cash flow \$60,000 of the Proposition 12 Per Capita funds and will be reimbursed upon receipt of the funds from the State.

FISCAL IMPACT STATEMENT:

The future operation and maintenance costs as a result of the completion of this project have yet to be determined.

Prepared by Carmelo Sabatella, Project Manager and reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Bradley M. Smith, P.E., Chief Deputy City Engineer, Bureau of Engineering; and Michael A. Shull, Superintendent, Planning and Development Division, Department of Recreation and Parks..