

APPROVED
JUN 06 2007

REPORT OF GENERAL MANAGER

NO. 07-121

DATE June 6, 2007

BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DE LONGPRE PARK – OUTDOOR IMPROVEMENT (W.O. #E170341F)
PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE
DEPARTMENT OF RECREATION AND PARKS, THE BUREAU OF
ENGINEERING, AND THE DEPARTMENT OF GENERAL SERVICES

R. Adams	_____	J. Kolb	_____
J. Combs	_____	F. Mok	_____
H. Fujita	_____	K. Regan	_____
S. Huntley	_____	*M. Shull	<i>MS</i>

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a Memorandum of Understanding (MOU), substantially in the form on file with the Board office, between the Department of Recreation and Parks (RAP), the Department of General Services (GSD), and the Bureau of Engineering (BOE), to provide construction services for the De Longpre Park – Outdoor Improvements (W.O. # E170341F) project, 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 approval, to request the City Administrative Office (CAO) to include in the CAO report to the City Council a recommendation that the following appropriations, in the amount of \$185,000 be approved for the construction of the De Longpre Park – Outdoor Improvements (W.O. # E170341F) project;

From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCT. NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition K YR 09	43K/10/Y588	\$ 50,000
Proposition K YR 10	43K/10/A589	\$ 135,000
TOTAL		\$ 185,000

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To:

GSD Account A140, and from there to the appropriate GSD accounts in Fund 100, Dept. 40, as follows:

1014 – Construction Salaries	\$ 15,000
1101 – Hiring Hall Salaries	\$ 65,000
1121 – Hiring Hall Fringe Benefits	\$ 25,000
3180 – Construction Materials and Supplies	<u>\$ 80,000</u>
TOTAL	\$185,000

and transfer cash to GSD on an as-needed-basis, upon review and approval of the expenditure reports submitted by GSD.

3. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for review and approval as to form; and,
4. Authorize the General Manager to execute the proposed MOU, subsequent to the approval of the City Attorney to form.

SUMMARY:

The proposed De Longpre Park – Outdoor Improvement (W.O. #E170341F) project is located at 1350 N. Cherokee Avenue, Los Angeles, CA 90028. The proposed outdoor development includes installing new play equipment, lighting, and fencing to enclose the children’s play area; replacing the existing chain link fence with an eight feet high perimeter tubular fence on the southern boundary of the property; installing a decomposed granite walking path to replace the existing asphalt pavement; and providing minor landscaping improvements. The project is funded by Proposition K Year 9 and Year 10 specified grant funds.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process. The project’s Proposition K funding has time constraints which would not be met if additional time were allocated to competitively bid the project. The option to award the project to GSD is the best alternative in order to complete the project in a timely manner and meet the funding deadlines. Since the project is very small, it would also be more cost effective for GSD to perform the work and GSD has successfully completed various other Recreation and Parks projects. BOE will provide the construction management services.

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Approved project funds are available for the construction work in the following fund and accounts:

<u>FUNDING SOURCES</u>	<u>FUND/DEPT./ ACCOUNT NO.</u>	<u>GRANT AMOUNT</u>	<u>AVAILABLE BALANCE</u>
Proposition K YR 9	43K/10/Y588	\$ 50,000	\$ 50,000
Proposition K YR 10	43K/10/A589	<u>\$ 200,000</u>	<u>\$ 195,020</u>
TOTALS		\$ 250,000	\$ 245,020

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements will not have any significant impact on the environment. The project has been determined to be Categorically Exempt pursuant to Article III, Section 1(a)(11)(12), Section 1(c)(6), and Section 1(d)(3)(12) of the City CEQA Guidelines. A Notice of Exemption was filed with the City of Los Angeles and County Clerks on June 22, 2006. The Notice of Exemption is on file at the office of the City Engineer.

FISCAL IMPACT STATEMENT:

Adequate funds for the proposed construction project are available; therefore, no fiscal impact to the Recreation and Parks departmental funds is anticipated. The assessment of the future operation and maintenance costs has yet to be determined.

This report was prepared by Melvin Agagas, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering, and reviewed by Neil L. Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Bradley M Smith, P.E., Chief Deputy City Engineer, Bureau of Engineering.