

APPROVED
MAR 21 2007

REPORT OF GENERAL MANAGER

NO. 07-67

DATE March 21, 2007

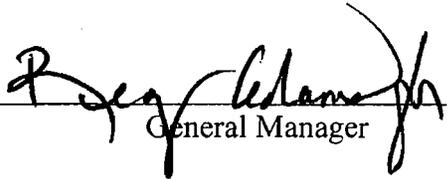
**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. 12

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WILKINSON SENIOR CITIZEN CENTER - DOORS AND LIGHTS
(W.O. #E1905910) - 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	_____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the proposed 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) for construction services for the Wilkinson Senior Citizen Center – Doors and Lights (W.O. #E1905910) project, subject to the approval of the City Attorney as to form;
2. Authorize the Department's Chief Accounting Employee, subject to Council approval, to transfer funds in the amount of \$89,810 from the following fund and account numbers, through GSD Account 140A to the appropriate Material and Salary accounts in Fund 100, Department 40 in GSD, as listed below:

FROM:

<u>FUNDING SOURCE</u>	<u>FUND/ DEPT./ACCOUNT NO</u>	<u>AMOUNT</u>
Quimby	302/89/440K-VG	\$89,810

REPORT OF GENERAL MANAGER

PG. 2 NO. 07-67

TO:

ACCOUNT NO.

1101 – Hiring Hall Salaries	\$ 26,457
1121 – Hiring Hall Fringe Benefits	\$ 10,000
3180 – Construction Materials and Supplies	\$ <u>53,353</u>
Total	\$ 89,810

and reimburse the General Fund 100, Department 40, on an as-needed basis upon receipt of proper documentation from GSD;

3. Direct the Board Secretary to transmit the proposed MOU to the City Attorney for review and approval as to form; and,
4. Authorize the Department’s General Manager to execute the proposed MOU, upon approval as to form by the City Attorney.

SUMMARY:

The Wilkinson Senior Citizen Center – Doors and Lights (W.O. #1905910) project involves the replacement of the existing west and south entrance doors with automatic sliding doors, replacement of existing interior ceiling light fixtures in the lobby and hallway areas, and the installation of new outdoor security lights along the pathway leading to the parking lot.

GSD has provided a construction cost estimate in the amount of \$89,810, based on the scope of work approved by RAP. Currently, \$148,000 is available in account 302/89/440K-VG from Quimby funds to cover the costs of this project, including the construction costs, as indicated below:

<u>FUNDING SOURCE</u>	<u>FUND/ DEPT./ACCOUNT NO</u>	<u>PREVIOUSLY APPROPRIATED AMOUNT</u>	<u>AMOUNT TO BE TRANSFERRED TO GSD FOR CONSTRUCTION</u>
Quimby	302/89/440K-VG	\$148,000	\$89,810

On January 4, 2006, the Board approved the appropriation of \$148,000 of Quimby/Zone Change park fees from the Vanalden Park sub-account 440K-VG (Board Report No. 06-07) to fund the Wilkinson Senior Citizen Center – Doors and Lights (W.O. #E1905910) project. These Quimby/Zone Change park fees were collected within a mile of the Wilkinson Senior Citizen Center, which is the standard distance for the allocation of Quimby/Zone Change park fees for neighborhood parks. It is now necessary to transfer \$89,810 to GSD to fund the construction of this project.

REPORT OF GENERAL MANAGER

PG. 3 NO. 07-67

Staff has determined that the subject project will consist of interior and exterior alterations to remodel the existing senior citizen center. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1) of the City CEQA Guidelines. A Notice of Exemption was filed with the Los Angeles City Clerk and the Los Angeles County Clerk on October 10, 2003.

Council District 12 and Valley Region staff support the recommendations set forth in this report.

FISCAL IMPACT STATEMENT:

There is no immediate fiscal impact to the Department's operational and maintenance budget; however, future operations and maintenance costs will be included in future Departmental annual budget requests.

This report was prepared by Alfred Muhammad, Project Manager, BOE Architectural Division. Reviewed by Neil Drucker, Program Managers, BOE Recreational and Cultural Facilities Program; by Bradley Smith, Chief Deputy City Engineer, BOE.