

**APPROVED**  
OCT 03 2007

REPORT OF GENERAL MANAGER

NO. 07-229

DATE October 3, 2007

**BOARD OF RECREATION  
and PARK COMMISSIONERS**

C.D. 2

**BOARD OF RECREATION AND PARK COMMISSIONERS**

**SUBJECT: VALLEY PLAZA PARK-WHITSETT FIELDS - ALLOCATION OF  
SUBDIVISION/QUIMBY FEES FOR THE NEW PREFABRICATED RESTROOM  
BUILDING AND OUTDOOR PARK IMPROVEMENTS PROJECT AND  
MEMORANDUM OF UNDERSTANDING BETWEEN DEPARTMENT OF  
RECREATION AND PARKS AND DEPARTMENT OF GENERAL SERVICES**

R. Adams _____	J. Kolb _____
V. Israel _____	F. Mok _____
H. Fujita _____	K. Regan _____
*S. Huntley _____	*M. Shull _____

*CA for*

*[Signature]*  
General Manager

*as amended*

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Authorize the Chief Accounting Employee to transfer \$95,988 in Subdivision/Quimby Fees, which were collected in 2004-2005 Fiscal Year, from the Subdivision/Quimby Fees Account 460K-00 to the Valley Plaza Recreation Center Account 460K-VA;
2. Authorize the Chief Accounting Employee to transfer \$36,510 in Subdivision/Quimby Fees, which were collected in 2005-2006 Fiscal Year, from the Subdivision/Quimby Fees Account 460K-00 to the Valley Plaza Recreation Center Account 460K-VA;
3. Approve the allocation of \$228,986 in Subdivision/Quimby Fees from the Valley Plaza Recreation Center Account 460K-VA for the new prefabricated restroom building and outdoor park improvements at Valley Plaza Recreation Center, as described in the Summary of this report;
4. Approve a proposed Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP) and the Department of General Services (GSD), to provide for construction services for the Valley

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Plaza Park-Whitsett Fields – New Prefabricated Restroom Building project, subject to the approval of the City Attorney as to form;

5. 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 transfer of the following appropriations in the amount of ~~\$298,986~~ for the Valley Plaza Park-Whitsett Fields – New Prefabricated Restroom Building project;

*\$194,551.93*

From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCT. NO.</u>	<u>APPROPRIATION AMOUNT</u>
Proposition 12 Per Capita	298/88/TBD	\$20,000 <sup>(1)</sup>
Proposition 12 Per Capita	205/88/TBD	\$80,000 <sup>(2)</sup>
Quimby	302/89/460K-VA	<del>\$198,986</del> <i>94,551.93</i>
TOTAL		<del>\$298,986</del> <i>194,551.93</i>

- (1) MICLA Loan will be used to cash flow \$20,000 of the Proposition 12 Per Capita funds and will be reimbursed upon receipt of the funds from the State.
- (2) Public Works Trust Fund will be used to cash flow \$80,000 of the Proposition 12 Per Capita funds and will be reimbursed upon receipt of the funds from the State.

To:

GSD Account C140, and from there to the appropriate GSD accounts in Fund 100, Dept. 40, as follows:

1014 – Construction Salaries	\$25,000
1101 – Hiring Hall Salaries	\$25,000
1121 – Hiring Hall Fringe Benefits	\$8,750
3180 – Construction Materials and Supplies	<del>\$240,236</del> <i>135,801.93</i>
TOTAL	<del>\$298,986</del> <i>194,551.93</i>

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

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

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SUMMARY:

The current restroom located adjacent to the Whitsett Soccer Fields is overused and dilapidated and in need of replacement. In 1958, the Valley Plaza Park facility and restroom were originally built to serve as a passive park. Today, this park and existing restroom building accommodate the public at a rate of 4,000 constituents per week. The new proposed state-of-the-art restroom building will serve a growing community and comply with the Americans with Disabilities Act.

The Valley Plaza Park-Whitsett Fields project scope consists of the demolition of the existing restroom building and replacement with a new prefabricated restroom building. The prefabricated restroom portion of the project will be completed at an estimated cost of \$298,986, per an estimate prepared by GSD.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process pursuant to Los Angeles Administrative Code Section 22.535(5). The project's Proposition 12 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. GSD has successfully completed various other Recreation and Parks projects.

In addition, the outdoor improvements portion of the project, which includes landscaping and irrigation improvements to the areas adjacent to the new structure, will be completed by a combination of City forces, City contract vendors, and Union Hall workers at a cost of \$30,000 as estimated by the Valley Region staff.

Pending approval, the total funding for this project is as follows:

<u>Funding Source</u>	<u>Fund/Dept/Account</u>	<u>Grant Award</u>	<u>Status</u>
Proposition 12 Per Capita <sup>(1)</sup>	45W/22/TBD	\$100,000	Pending State approval
Quimby	302/89/460K-VA	\$228,986	Pending RAP Board Approval

<sup>(1)</sup> Proposition 12 Per Capita funds to be cash flowed via Public Works Trust Fund and MICLA cash flow loan sources.

The above listed Proposition 12 funds needed to complete construction will be appropriated to GSD upon Council and Mayor approval. Cash will be transferred to GSD from the Public Works Trust Fund and MICLA Loan accounts on an as-needed-basis, upon receipt and approval of the

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expenditure reports submitted by GSD. The cash flow account will be promptly reimbursed upon receipt of the Proposition 12 funds from the State.

Currently, \$100,973.82 is available in Subdivision/Quimby Fees in the Valley Plaza Recreation Center Account 460K-VA. Upon the approval of this report, Subdivision/Quimby Fees in the amount of \$95,988 collected during Fiscal Year 2004-2005 and \$36,510 collected during Fiscal Year 2005-2006 can be transferred from the Subdivision/Quimby Fees Account 460K-00 to the Valley Plaza Recreation Center Account 460K-VA. The total Subdivision/Quimby Fees allocation for the new prefabricated restroom and outdoor park improvements project is \$228,986. The remaining funds will be used for future projects at the facility. These Subdivision/Quimby Fees were collected within two miles of the Valley Plaza Recreation Center, which is the standard distance for the allocation of Subdivision/Quimby Fees for community parks.

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

Staff has determined that the project will involve the demolition, removal and replacement of the existing restroom with a new prefabricated restroom at the same site for the same purpose. Therefore, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1 (11) and Class 2(1) of the City CEQA Guidelines.

### FISCAL IMPACT STATEMENT:

Adequate funds for the proposed construction project are available; therefore, no fiscal impact to the Department's General fund is anticipated. The assessment of the future operation and maintenance costs has yet to be determined.

Report prepared by Vivien Quintos, Management Analyst II, Grants Administration, and Camille Walls, City Planner, Planning and Development.