

APPROVED

REPORT OF GENERAL MANAGER

JUN 27 2013

NO. 13-164

DATE June 27, 2013

BOARD OF RECREATION
AND PARK COMMISSIONERS

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MAR VISTA RECREATION CENTER – RESTROOMS AND STORAGE ENLARGEMENT AND REMODELING (PRJ1542B) (W.O. #E1907441) PROJECT – AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES; TRANSFER OF FUNDS

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>M. Shull</i></u>
V. Israel	_____	N. Williams	_____

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a 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 Department of Public Works, Bureau of Engineering (BOE) and the Department of General Services (GSD), Construction Forces, to increase the total construction funding for the Mar Vista Recreation Center - Restrooms and Storage Enlargement and Remodeling (PRJ1542B) (W.O. #E1907441) project by \$47,557.68, for a total of \$460,057.68, subject to approval of the City Attorney as to form;
2. Authorize the Department's Chief Accounting Employee, subject to approval of the City Council and the Mayor, to request the City Administrative Office (CAO) to take the necessary action to transfer funds in the amount of \$47,557.68 for the Mar Vista Recreation Center – Restrooms and Storage Enlargement and Remodeling (PRJ1542B) (W.O. #E1907441) project, from the following fund and account number:

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From:

<u>Funding Source</u>	<u>Dept. No./Fund No./Acct. No</u>	<u>Appropriation Amount</u>
Quimby Funds	89/302/89460K-MR	<u>\$47,557.68</u>
Total:		\$47,557.68

To:

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

1014 – Construction Salaries	\$28,534.68
3180 – Construction Materials and Supplies	<u>\$19,023.00</u>
Total:	\$47,557.68

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 Bureau of Engineering Project Manager;

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

SUMMARY:

The Mar Vista Recreation Center - Restrooms and Storage Enlargement and Remodeling (PRJ1542B) (W.O. #E1907441) project, located at 11430 Woodbine Avenue, Los Angeles, California 90066, consists of the remodeling and addition to the existing exterior and interior restrooms, including Americans with Disabilities Act (ADA) compliant restrooms for Men and Women; providing an enlarged storage room and remodeling the existing electrical and plumbing rooms.

On September 7, 2011, the RAP Board approved an MOU to establish responsibilities between RAP, BOE and GSD for the construction of the project, which was at the time funded in the amount of \$412,500.00 (Board Report No. 11-234). An appropriation of \$412,500.00 was transferred to GSD per the Motion approved by the City Council (Council File No. 11-1487-S3) on April 11, 2012.

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The construction is 100% complete. During construction, unforeseen soil conditions with unique coordination and construction requirements were encountered. Also, at the request of the RAP, the project scope was revised to include the rental of portable toilets beyond the initial estimated number. GSD, RAP and BOE agreed to continue with the construction of the project to comply with scheduled sports activities at this recreation center with the understanding that funding will not exceed \$50,000.00. Therefore, an additional \$47,557.68 for the added scope is needed to complete the project.

It is recommended that the Amendment to the MOU, reflecting the full construction funding amount of \$460,057.68 be approved and that authority be given to transfer the additional \$47,557.68 to the appropriate GSD accounts.

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements resulting from the MOU have been previously evaluated for potential environmental impacts (Board Report No. 08-198). The project was found to be categorically exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1), of the City CEQA Guidelines. Therefore, the amended MOU is exempt under Article II, Section 2(i) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

There are adequate funds for the additional work included in the Amendment to the MOU. Therefore, there is no anticipated fiscal impact on the RAP's General Fund. Facility staff will continue to provide the necessary service at this facility.

This report was prepared by Ada Fernandez-DeLaRosa, Project Manager, Department of Public Works, Bureau of Engineering, Architectural Division. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program; Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering and Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch, Department of Recreation and Parks.