

S P E C I A L A G E N D A

BOARD OF RECREATION AND PARK COMMISSIONERS
OF THE CITY OF LOS ANGELES

Wednesday, September 11, 2013 at 9:30 a.m.

EXPO Center
Comrie Hall
3980 S. Bill Robertson Lane (Formerly Menlo Avenue)
Los Angeles, CA 90037

(Parking located in "Lot 1", at the corner of Martin Luther King
Boulevard and Bill Robertson Lane)

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S
REQUEST FORM AT THE MEETING AND SUBMIT IT TO THE COMMISSION EXECUTIVE
ASSISTANT PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS
WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A
CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL
REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED
PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC
ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD
WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH
SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL
ALLOWED FOR PUBLIC PRESENTATION.

1. SPECIAL PRESENTATION:

Presentation by Strategic Advisory Group Regarding their Consulting
Work on the Next Request for Proposals for the Operation and
Maintenance of the Greek Theatre

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meeting of August 14, 2013

3. GENERAL MANAGER'S REPORTS:

13-226 Rosecrans Recreation Center - Sports Fields Improvements
and Stormwater Enhancements (W.O. #E170425F) -
Acceptance of Stop Notice on Construction Contract No.
3360

13-227 Mar Vista Recreation Center - Restrooms and Storage
Enlargement and Remodeling (PRJ1542B) (W.O. #E1907441)
Project - 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 Services - Final
Acceptance

13-228 As-Needed General Park Building Construction -
Reissuance of Request for Qualifications

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- 13-229 As-Needed Park Facility Construction - Reissuance of Request for Qualifications
- 13-230 50 Parks Initiative - Alpine Recreation Center Expansion Project (Ord and Yale Street Park) - Acquisition of Various Parcels - Approval of Purchase and Sale Agreement
- 13-231 Environmental Hazard Mitigation - As-Needed Services from A-Tech Consulting, Inc. and Integrity Environmental Consultants, Inc. for Materials Testing and Air Monitoring Services and from Air Instant Response, Inc. and Argus Contracting, LP for Asbestos, Lead and Mold Abatement Services
- 13-232 Cabrillo Marine Aquarium - Professional Services Agreement with Royal Polaris Sportfishing, Inc. to Retain the Royal Polaris Fishing Vessel for a Whale Watching and Ecological Tour Excursion to Baja California, Mexico
- 13-233 Appropriation Within Fund 302 to Various Accounts in the Department of Recreation and Parks
- 13-234 Aetna Foundation 2013 Regional Grants Program - Authorization to Submit Grant Application; Acceptance of Grant
- 13-235 Ralph M. Parsons Preschool at EXPO Center - Los Angeles Universal Preschool Program Grant; Acceptance of Grant
- 13-236 Various Donations to Operations Branch - Pacific Region
- 13-237 Various Communications
4. UNFINISHED BUSINESS:
- 13-100 Sepulveda (Encino-Balboa) Golf Restaurant - One-Year Concession Agreement with Renewal Option
(Original Date - 4/17/13)
- Memorandum: Los Angeles Police Department - Proposed Memorandum of Item to be Agreement
Continued (Original Date - 4/17/13)
- 13-173 The Lummis House - Request for Proposals
Item to be (Original Date - 6/27/13)
Continued
- 13-225 Construction Contracts Policy - Reduction of the 50 Percent Prime Contractor Self-Performance Requirement to 30 Percent Prime Contractor Self-Performance
(Original Date - 8/14/13)

September 11, 2013

5. COMMISSION TASK FORCES:

- Commission Task Force on Concessions (Commissioners Stanley and Williams)
- Commission Task Force on Facility Repair and Maintenance (Commissioners Alvarez and Werner)

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

7. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. RESPONSES TO FUTURE AGENDA ITEMS REQUESTS:

Responses from Staff to the Commissioners Relative to Items Requested as Future Agenda Items on the Dates Listed Below:

- September 19, 2012 - Memorandum: Balboa Music Festival Assessment

9. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

10. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, September 18, 2013 at 9:30 a.m., at Fernangeles Recreation Center, 8851 Laurel Canyon Boulevard, Sun Valley, CA 91352.

11. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the

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matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website:
<http://ita.lacity.org/Residents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REPORT OF GENERAL MANAGER

NO. 13-226

DATE September 11, 2013

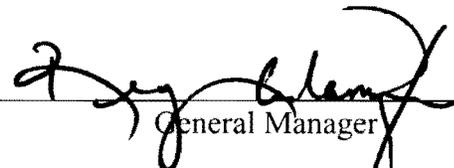
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ROSECRANS RECREATION CENTER – SPORTS FIELDS IMPROVEMENTS AND STORMWATER ENHANCEMENTS (W.O. #E170425F) – ACCEPTANCE OF STOP NOTICE ON CONSTRUCTION CONTRACT NO. 3360

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull 
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board direct staff to withhold the amounts claimed in the following Stop Notice, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said amount of said funds are available, and to notify contractors, sureties, and other interested parties that the amount of said claims plus 25% will be withheld.

SUMMARY:

STOP NOTICE:

The Department of Recreation and Parks (Department) is in receipt of a legal notice to withhold construction funds, pursuant to California Civil Code Sections 3103 and 3181, on the following contract:

Contract 3360 CD 15

Rosecrans Recreation – Sports Fields
Improvements and Stormwater Enhancements
(W.O. #E170425F)

General Contractor: Horizons Construction
International, Inc.

Project Status: Construction

Claimant: MVE, Inc. a California
Corporation dba MVE Civil
Solutions

Project Impact: none

Amount: \$11,996.16

REPORT OF GENERAL MANAGER

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FISCAL IMPACT STATEMENT:

Acceptance of Stop Notices has no impact on the Department's General Fund.

This report was prepared by LaTonya D. Dean, Commission Executive Assistant.

REPORT OF GENERAL MANAGER

NO. 13-227

DATE September 11, 2013

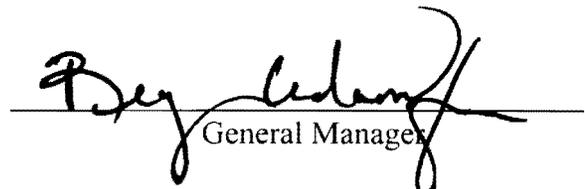
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MAR VISTA RECREATION CENTER – RESTROOMS AND STORAGE ENLARGEMENT AND REMODELING (PRJ1542B) (W.O. #E1907441) PROJECT – 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 – FINAL ACCEPTANCE

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull MS
N. Williams _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of the work performed under the Memorandum of Understanding (MOU) between the Department of Recreation and Parks (RAP), the Department of Public Works, Bureau of Engineering (BOE) and the Department of General Services, Construction Forces (GSD), as outlined in the Summary of this Report; and,
2. Authorize the Board Secretary to furnish GSD with a letter of completion.

SUMMARY:

On September 7, 2011, the construction of 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, was awarded to GSD through the approval of an MOU between RAP, BOE and GSD (Board Report No. 11-234). The scope of the project consisted of the remodeling and addition to the existing exterior and interior restrooms, including Americans with Disabilities Act (ADA) compliant toilet rooms for Men and Women; providing an enlarged storage room and remodeling the existing electrical and plumbing rooms. The project was funded by

REPORT OF GENERAL MANAGER

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Quimby, Sites and Facilities and Recreation and Parks ADA self-actualization funds. The construction was completed and RAP took beneficial occupancy of the facility on February 20, 2013.

The appropriation of funds to GSD, as specified in the MOU was \$412,500.00, including a 10% construction contingency. GSD's construction cost estimate at the time of the MOU's approval did not reflect scope added during construction. The following changes to the scope of work were added during construction: 1) uncertified fill was discovered and replaced during excavation and 2) at the request of the park director, five additional portable toilets were delivered to the site to accommodate summer park peak activities. Consequently, an amendment to the MOU, which increased the appropriation to GSD by an additional amount of \$47,557.68, was approved on June 27, 2013 (Board Report No. 13-164). GSD's total expenditure for constructing this project (including unforeseen soil conditions and additional number of portable toilets, as requested by RAP) was \$460,057.68. A total of four (4) change orders were issued, for a total amount of \$72,790.68, or 15.82% of the MOU amount.

The BOE Architectural Division provided project management, design and construction administration services; while the BOE Construction Management Division provided the construction management services to complete the project.

There are no contract compliance or labor issues with the work done under this MOU. The construction work was completed by City employees and City's contract vendors under the supervision of GSD staff.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the RAP's General Fund with the approval of this board report. Staff will continue to provide necessary maintenance service at this facility. Improvements will be an asset to this facility.

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

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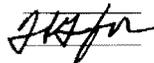
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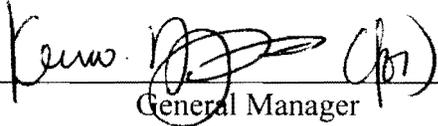
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED GENERAL PARK BUILDING CONSTRUCTION –
REISSUANCE OF REQUEST FOR QUALIFICATIONS

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull  _____
N. Williams _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a Request for Qualifications (RFQ) for as-needed General Park Building Construction, substantially in the form on file in the Board Office, for contracts whose expiration will coincide with current General Park Building Construction contracts, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for approval as to form; and,
3. Authorize staff to advertise the RFQ and conduct the RFQ process, subsequent to City Attorney review and approval as to form.

SUMMARY:

The Department of Recreation and Parks (RAP) is in need of General Park Building Construction services, which current staffing can only provide on a limited basis. Therefore, additional General Park Building Construction contracts are required. With over 420 park locations under the jurisdiction of RAP, General Park Building Construction contracts are critical to maintaining and expanding our current park facility infrastructures.

On the June 5, 2013, the Board approved the award of the General Park Building Construction contracts to CXT, Inc, United Riggers & Erectors, Inc. and USA Shade & Fabric Structures, Inc. (Board Report No. 13-145). Although RAP staff is currently pleased with the qualifications of our existing contractors, it was anticipated and desired to have more than three (3) General Park

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Building Construction contractors on the pre-qualified list. In order to obtain more competitive bids for RAP projects, it will be beneficial to have additional contractors added to our pre-qualified list of General Park Building Construction contractors. Also, having a limited number of contractors on the list, a contractor might hit the contract ceiling amount limit and be disqualified from all future work. Having more contractors will allow for more projects to be done simultaneously.

These contracts will provide RAP with additional resources to perform General Park Building Construction services to help supplement current City forces. In addition, these contracts will provide RAP's Planning, Construction and Maintenance Branch with a tool to meet current and future General Park Building Construction projects.

The scope of this contract will include but is not limited to perform construction and renovation of building structures found in public park facilities such as recreation centers, child care facilities, field restrooms, concession buildings, shade structures, bathhouse buildings, bridges, multi-purpose buildings, field houses and community centers. Contractors may also provide and install pre-fabricated offices, restrooms, concession buildings, storage buildings and field houses. Work will include, but is not be limited to demolition, hazardous material abatement, wood framing, masonry walls, concrete walls, footings and slabs, ceramic tile work, stucco, drywall, plastering, structural steel and rigging, toilet room accessories and partitions, cabinetry, painting, millwork, vinyl, ceramic tile, carpet, associated plumbing, electrical and mechanical work, provide design, engineering and permits for existing and new park restrooms in accordance with the Americans with Disabilities Act (ADA), and to bring all other facilities into compliance with the ADA.

Staff is now ready to re-release, at the direction of the Board, a RFQ which will be advertised on RAP's website and posted on the Los Angeles Business Assistance Virtual Network (BAVN). The Planning, Construction and Maintenance Branch, which oversees RAP's construction and maintenance projects, has reviewed the RFQ and provided input.

A pre-bid conference will be held approximately two weeks after the release of the RFQ in order to provide potential bidders with a review of the submittal documents, compliance documents, and requirements for the Business Inclusion Program as required by Executive Directive No. 14, and the Board's policy.

Evaluation Process

Responses will be evaluated in two (2) levels. Level I will be a review by staff for the minimum qualifications (as stated in RFQ Document). The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of this Contract. If a responder's minimum qualification cannot be verified by City Staff, the responder will be disqualified and no further evaluation will be performed on the response. Level II will evaluate

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all required compliance and submittal documents as required per City Ordinance. Responder must successfully pass Level I before staff will proceed to Levels II.

If responder/s are successful in meeting the City's minimum qualifications requirements, then response evaluation will be based solely on the response submitted by responder.

In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to award contracts to multiple vendors. If multiple vendors are awarded this contract, vendors will have the opportunity to submit a competitive quote for each project issued by RAP's Planning, Construction and Maintenance Branch, within the terms of this contract.

The selected Responder/s will be recommended to the Board for contract/s with the contract term expiration date coinciding with the current executed General Park Building Construction contracts. Each contract will be for an amount not-to-exceed \$10,000,000.00 per year. The contract amount is an estimate, and RAP does not guarantee that the contract maximum amount will be reached. The construction services that RAP is requesting shall be on an as-needed basis; RAP, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by RAP, as provided in the Standard Provisions for City Contracts (Rev. 03/09).

Funding for service will be provided and will include various funding sources.

FISCAL IMPACT STATEMENT:

Releasing the Request for Qualification has no impact to RAP's General Fund.

This Report was prepared by Jimmy Newsom, Management Analyst II, Planning, Construction and Maintenance Branch.

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NO. 13-229

DATE September 11, 2013

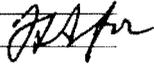
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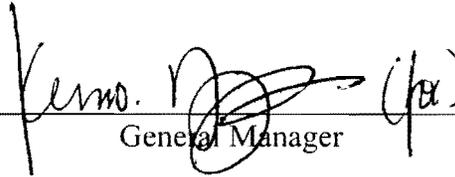
BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED PARK FACILITY CONSTRUCTION – REISSUANCE OF REQUEST FOR QUALIFICATIONS

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull _____
N. Williams _____




General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a Request for Qualifications (RFQ) for as-needed Park Facility Construction, substantially in the form on file in the Board Office, for contracts whose expiration will coincide with current Park Facility Construction contracts, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for approval as to form; and,
3. Authorize staff to advertise the RFQ and conduct the RFQ process, subsequent to City Attorney review and approval as to form.

SUMMARY:

The Department of Recreation and Parks (RAP) is in need of park facility construction services, which current staffing can only provide on a limited basis. Currently, RAP has five (5) contracts in place to perform park facility construction services that will help supplement our current city forces. With over 420 park locations under the jurisdiction of RAP, park facility construction services contracts are critical to maintaining and expanding our current park facility infrastructures.

On the June 5, 2013, the Board approved the award of the Park Facility Construction contracts to Chris Kelly dba. Childs Play, Commercial Paving and Coating, California Landscape & Design dba. California Skate Parks, Ohno Construction Company and United Riggers & Erectors, Inc. (Board Report No. 13-146). Although RAP staff is currently pleased with the qualifications of

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our existing contractors, it was anticipated and desired to have more than five (5) Park Facility Construction contractors on the pre-qualified list. In order to obtain more competitive bids for RAP projects, it will be beneficial to have additional Park Facility Construction contractors added to our pre-qualified list of Park Facility Construction contractors. Also, having a limited number of contractors on the list, a contractor might hit the contract ceiling amount limit and be disqualified from all future work. Having more contractors will allow for more projects to be done simultaneously.

These contracts will provide RAP with additional resources to perform Park Facility Construction services to help supplement current City forces. In addition, these contracts will provide RAP's Planning, Construction and Maintenance Branch with a tool to meet current and future park facility construction projects.

The scope of this contract will include but is not limited to asphalt paving, demolition, hazardous material abatement, grinding, resurfacing or coating of roadways, parking lots, renovation/replacement of basketball courts (coatings and striping included), pathways, work to include parking lot striping design and striping and compliance with applicable permits, Low Impact Development (LID), and the American with Disabilities Act (ADA). Contractor may be requested to prepare design plans and secure applicable permits prior to construction work when necessary. Contractor may be required to construct all work associated with asphalt paving included but not limited to grading, excavation, compacted backfill, drainage, catch basins, preparing sub-base, driveways, and concrete curb and gutter. Contractor will provide a California Licensed Surveyor when required to provide topography, site survey and property line surveys to establish grades as identified in construction documents. Contractor shall also be prepared to secure and construct athletic and playing surfaces and associated amenities. Concrete paving, demolition, hazardous material abatement, grinding, renovation/replacement of basketball and tennis courts (coating and striping included) and pathways. Construction of masonry and concrete retaining and property line walls. Design, engineering, permitting and all associated construction documents may be required. Athletic Field Construction-Renovation which may include grading of parking lots, building pads, open turf areas, baseball, softball, football and soccer fields including but not limited to removal and replacement of infields, outfields and topsoil, drainage improvements, hazardous material abatement and to bring fields into compliance with the Americans with Disabilities Act. Contractor will provide a California Licensed Surveyor when required to provide topography and property line surveys to establish grades as identified in construction documents. Contractor shall also be prepared to secure and construct associated baseball, softball and soccer field amenities such as but not limited to nets, fencing (perimeter, foul line, dugouts, outfield and backstops), goals, batting cages, bleachers and scoreboards. New Park Construction may include the construction of new parks. Work shall include but not be limited to demolition, hazardous material abatement, grading, plumbing, electrical, security cameras, property line fencing, property line masonry walls and gates, playground equipment installation, pathways, irrigation and landscaping.

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Staff is now ready to re-release, at the direction of the Board, a RFQ which will be advertised on RAP's website and posted on the Los Angeles Business Assistance Virtual Network (BAVN). The Planning, Construction and Maintenance Branch, which oversees RAP's construction and maintenance projects, has reviewed the RFQ and provided input.

A pre-bid conference will be held approximately two weeks after the release of the RFQ in order to provide potential bidders with a review of the submittal documents, compliance documents, and requirements for the Business Inclusion Program as required by Executive Directive No. 14, and the Board's policy.

Evaluation Process

Responses will be evaluated in two (2) levels. Level I will be a review by staff for the minimum qualifications (as stated in RFQ Document). The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of this Contract. If a responder's minimum qualification cannot be verified by City Staff, the responder will be disqualified and no further evaluation will be performed on the response. Level II will evaluate all required compliance and submittal documents as required per City Ordinance. Responder must successfully pass Level I before staff will proceed to Levels II.

If responder/s are successful in meeting the City's minimum qualifications requirements, then response evaluation will be based solely on the responses submitted by responder.

In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to award contracts to multiple vendors. If multiple vendors are awarded this contract, vendors will have the opportunity to submit a competitive quote for each project issued by RAP's Planning, Construction and Maintenance Branch, within the terms of this contract.

The selected Responder/s will be recommended to the Board for contract/s with the contract term expiration date coinciding with the current executed Park Facility Construction contracts. Each contract will be for an amount not-to-exceed \$10,000,000.00 per year. The contract amount is an estimate, and RAP does not guarantee that the contract maximum amount will be reached. The construction services that RAP is requesting shall be on an as-needed basis; RAP, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination RAP, as provided in the Standard Provisions for City Contracts (Rev 03/09).

Funding for service will be provided and will include various funding sources.

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FISCAL IMPACT STATEMENT:

Releasing the Request for Qualification has no impact to RAP's General Fund.

This Report was prepared by Jimmy Newsom, Management Analyst II, Planning, Construction and Maintenance Branch.

This item not included in the package

13-230 50 Parks Initiative - Alpine Recreation Center
Expansion Project (Ord and Yale Street Park) -
Acquisition of Various Parcels - Approval of
Purchase and Sale Agreement

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NO. 13-231

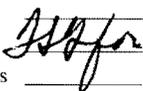
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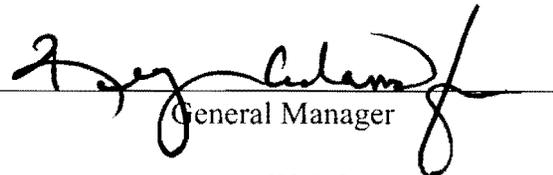
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ENVIRONMENTAL HAZARD MITIGATION – AS-NEEDED SERVICES FROM A-TECH CONSULTING, INC. AND INTEGRITY ENVIRONMENTAL CONSULTANTS, INC. FOR MATERIALS TESTING AND AIR MONITORING SERVICES AND FROM AIR INSTANT RESPONSE, INC. AND ARGUS CONTRACTING, LP FOR ASBESTOS, LEAD AND MOLD ABATEMENT SERVICES

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
*M. Shull 
N. Williams _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the use of the services of A-Tech Consulting, Inc., and Integrity Environmental Consultants, Inc., for as-needed materials testing and air monitoring services, and Air Instant Response, Inc., and Argus Contracting, LP for as-needed asbestos, lead and mold abatement services, with the total cost of the services conducted by each not to exceed \$60,000.00; and,
2. Approve the total encumbrances and payments in an amount not-to-exceed \$60,000.00 for each of the four (4) contractors referenced above, and,
3. Authorize the Chief Accounting Employee to make technical corrections as necessary to implement the intent of this Report and incorporate these changes.

SUMMARY

The Department of Recreation and Parks (RAP) operates and maintains numerous facilities constructed before 1980 that have a high likelihood of containing asbestos and/or lead-based paint materials. It is anticipated that routine or emergency maintenance and construction projects or other activities may physically impact structural components or surfaces suspected to contain these materials, and analytical tests may be required to confirm their presence. Any identified asbestos- or

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lead-containing materials that exceed specified local, state and federal regulatory standards must be properly abated before proceeding with the project in order to protect human health and safety.

Abating and disposing of asbestos- and lead-containing materials—as well as mold contamination, which has also impacted RAP facilities—requires the use of abatement and air monitoring contractors properly trained and permitted to perform such work. For several years, RAP has had access to these specialized services by piggybacking on other department contracts, particularly those maintained by the Department of General Service (GSD). GSD recently informed RAP that it can no longer use their contracts due to the lack of resources to support such use. With other available city contract options being extremely limited in service capabilities and monetary ceiling levels, RAP is in the process of establishing its own contracts for asbestos/lead/mold testing, abatement and air monitoring services.

Since this effort will take several months to complete, RAP will need the capability in the interim to respond to asbestos, lead and mold hazards in order to protect its employees and the public and to ensure important maintenance and construction projects, such as replacing roofs and repairing plumbing problems, can be implemented in a timely manner. To accomplish this, authorization is being requested from the Board to utilize the services of the following materials testing, air monitoring and abatement contractors on an as-needed basis with the total cost of the services conducted by each not to exceed \$60,000.00. These contractors have active contracts with GSD that were competitively bid and awarded as pre-qualified contractors. So, they have met key City business requirements, and, as an added benefit, they have agreed to use the schedule of prices incorporated in their GSD contract for any work conducted for RAP.

<u>Materials Testing and Air Monitoring Contractors</u>	<u>Maximum Cost of Services</u>
A-Tech Consulting, Inc.	\$60,000.00
Integrity Environmental Consultants, Inc.	\$60,000.00
 <u>Abatement Contractors</u>	
Air Instant Response, Inc.	\$60,000.00
Argus Contracting, LP	\$60,000.00

FISCAL IMPACT STATEMENT:

Funding for air monitoring and materials testing, and asbestos, lead and mold abatement will be provided by RAP's various operating units requiring the services through Fund 302 Department 88 Account 003040, Contractual Services accounts, or applicable Grants, Quimby and Sites and Facilities Accounts.

This report was prepared by David Attaway, Environmental Supervisor II, Planning, Construction, and Maintenance Branch.

REPORT OF GENERAL MANAGER

NO. 13-232

DATE September 11, 2013

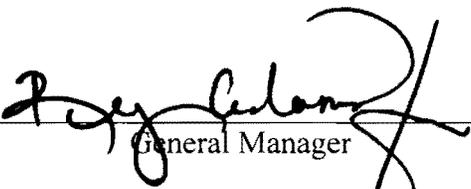
C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CABRILLO MARINE AQUARIUM – PROFESSIONAL SERVICES AGREEMENT WITH ROYAL POLARIS SPORTFISHING, INC., TO RETAIN THE ROYAL POLARIS FISHING VESSEL FOR A WHALE-WATCHING AND ECOLOGICAL TOURS EXCURSION TO BAJA CALIFORNIA, MEXICO

R. Adams _____
H. Fujita _____
V. Israel _____

K. Regan _____
M. Shull _____
*N. Williams cyf/2/10/13



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed one-year Professional Services Agreement, with a one-year option to extend at the sole discretion of the General Manager, with Royal Polaris Sportfishing, Inc., substantially in the form on file in the Board Office, allowing Cabrillo Marine Aquarium to charter the Royal Polaris vessel for the 40th and 41st annual whale-watching and ecological tour excursions to Baja California, Mexico, in the amounts of sixty-seven thousand dollars (\$67,000.00), and seventy thousand three hundred eighteen dollars (\$70,318.00) the subsequent year, should the contract be extended, subject to the approval of the Mayor and of the City Attorney as to form;
2. Direct the Chief Accounting Employee to appropriate sixty-seven thousand dollars (\$67,000.00) from Fund 301, Department 88, Account 035M, Municipal Recreation Program (MRP) MRPXX830 for chartering the Royal Polaris vessel from March 6, 2014 through March 14, 2014, and seventy thousand three hundred eighteen dollars (\$70,318) if in July 2014 or before, the General Manager exercises the option to extend the contract for the 2015 trip;
3. Find that, in accordance with Charter Section 1022, the City does not have available the vessel or in its employ personnel with the expertise to undertake these specialized professional tasks and that it is more feasible to secure the services by contract;

REPORT OF GENERAL MANAGER

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4. Find that, in accordance with Los Angeles Administrative Code Section 10.15(a)(2), competitive bidding is not practicable or advantageous to secure these services because the agreement is for the performance of professional, technical, or other special services of a temporary and occasional character;
5. Direct the Board Secretary to transmit the proposed Professional Service Agreement, concurrently, to the Mayor's Office in accordance with Executive Directive No. 3, and the City Attorney for approval as to form; and,
6. Authorize the Board President and Secretary to execute the Agreement, upon receipt of the necessary approvals.

SUMMARY:

The Department of Recreation and Parks' Cabrillo Marine Aquarium is a non-profit public aquarium that engages all visitors in education, recreation, and research of the marine life of Southern California, and has sponsored the annual whale-watching and ecological tour excursion, known as the "Meet the Friendly Whales of Baja" trip for the past thirty-nine (39) years. The Cabrillo Marine Aquarium Baja trip attracts passengers from across the country and furthers the Aquarium's international reputation as one of the finest teaching aquariums in the United States. The goal in sponsoring the trip is to further Cabrillo Marine Aquarium's mission of promoting knowledge, appreciation, and conservation of the marine life of Southern California. Staff recommends continuing the sponsorship of these next two trips, the first of which is scheduled for March 6, 2014 through March 14, 2014.

In accordance with Los Angeles Administrative Code Section 10.15 (a)(2), competitive bidding for this agreement is not practical or advantageous to the Department. Staff contacted other vendors that could provide similar services and had the necessary permits from the Mexican government to allow access to San Ignacio Lagoon; however, the vessels were smaller and had a limited passenger load that would have prevented the Cabrillo Marine Aquarium from conducting an adequate program. The Royal Polaris is the only sports fishing boat of adequate size and quality to comfortably accommodate the thirty-nine (39) passengers for the excursion and that had the necessary permits issued by the Mexican government to allow access to San Ignacio Lagoon.

The excursion starts from the Cabrillo Marine Aquarium. For a fee of two thousand six hundred and fifty dollars (\$2,650.00) per person, passengers will be transported to San Diego to board the Royal Polaris vessel and begin their (9) nine-day whale watching and ecological tour. Passengers will explore the pristine coastal environments, diverse geological formations, and native vegetation of Baja. During the course of the trip, passengers may catch a glimpse of elephant seals, sea lions, dolphins, marine birds, and whales within camera range on board small motorized boats (skiffs) in San Ignacio Lagoon.

REPORT OF GENERAL MANAGER

PG. 3

NO. 13-232

The excursion will include thirty-nine (39) passengers, plus a crew of eight (8), which is a total of forty-seven (47) persons making the trip. The passengers include three (3) Cabrillo Marine Aquarium staff, and three (3) volunteers who possess expertise in the fields of geology botany, ornithology, and marine biology. The Team Leader for this trip will be the Cabrillo Marine Aquarium Program Director who will be assisted by the Aquarium's Education Curator. Cabrillo Marine Aquarium employees will be paid their normal salary and will be provided with food and accommodations throughout the nine-day trip. The volunteer experts will not receive financial remuneration, but will be provided room and board. In the event of last minute cancellations that cannot be filled from a waiting list of paying passengers, Cabrillo Marine will offer passage to Cabrillo Marine Aquarium staff or volunteers who can contribute an in-kind service or can cover the cost of their food and permits. Selection will be made by the Program Director and Aquarium Administrator.

A request for a Charter Section 1022 determination was submitted to the Personnel Department on August 5, 2013. It was determined that although the City uses some classifications that perform some of the duties outlined in the contract, the employees do not have the skills, experience and necessary permits to perform the scope of work sought by the Department and that the City does not possess the necessary sea worthy vessel. (See Attachment A)

The Department will pay Royal Polaris Sportfishing, Inc., sixty-seven thousand dollars (\$67,000.00) for the 2014 excursion, and seventy thousand three hundred eighteen dollars (\$70,318.00) the subsequent year, should the contract be extended, not-to-exceed one hundred thirty-seven thousand three hundred eighteen dollars (\$137,318.00) for two (2) nine (9) day tour excursions.

Royal Polaris Sportfishing, Inc. currently employs staff with the experience and expertise to provide the equipment and perform the necessary services. Therefore, it is more feasible to contract out the services in order to ensure the needs of the public are met.

FISCAL IMPACT STATEMENT:

Funds to pay for the charter are advances and reimbursed to Fund 301, Department 88, Municipal Recreation Program Account 035M/MRPXX830. This program is self-sustaining in that the fees from the passengers offset the expense of the program. Cabrillo Marine Aquarium expects to recover all costs associated with this program. There is no impact on the Department's General Fund.

Report was prepared by Nancy Jeffers, Management Analyst II, Service Contracts Group, Finance Division.

PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Nancy Jeffers Phone No. 213-202-4352 Fax No. 818-243-6451

CAO: Claudia Aguilar Phone No. 213-473-7579 Fax No. 213-473-7514

3. Work to be performed:

The Department's Cabrillo Marine Aquarium seeks a contractor for an annual nine-day Whale Watching and Ecological Tour Excursion to San Ignacio Lagoon in Baja, Mexico. The contractor will be responsible for the transport and safety of thirty-nine (39) passengers. Passengers and crew will depart from 2838 Garrison Street in San Diego Harbor on March 6, 2014, and will return to this location nine days later.

4. Is this a contract renewal? Yes No

5. Proposed length of contract: 2 years

Start Date: November 28, 2013

6. Proposed cost of contract (if known): \$ 137,319

7. Name of proposed contractor: Royal Polaris Sportfishing, Inc.

8. Unique or special qualifications required to perform the work:

The contractor must provide a 113-foot sea-worthy vessel with an experienced crew that possesses current U.S. passports; the ability to communicate in both English and Spanish with the local community; has knowledge of the natural history of the areas that will be visited; and that has navigational experience in the San Ignacio Lagoon. The contractor must also possess the excursion permit issued by the Mexican Government for entrance to the protected islands found in and around the Sea of Cortez and San Ignacio Lagoon.

9. Are there City employees that can perform the work being proposed for contracting?

Yes No

If yes,

a. Which class (es) and Department(s):

b. Is there sufficient Department staff available to perform the work? Yes No

c. Is there a current eligible list for the class(es)? Yes No Expiration Date

d. Estimated time to fill position(s) through CSC process?

e. Can the requesting department continue to employ staff hired for the project after project completion? Yes No

f. Are there City employees currently performing of the work? Yes No

10. Findings

- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform work. (Please see summary below.)

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

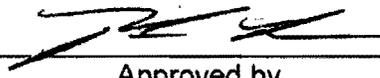
SUMMARY:

The Department of Recreation and Parks is seeking the services of an experienced contractor to conduct its annual whale watching and ecological tour of San Ignacio Lagoon in Baja, Mexico as part of the Cabrillo Marine Aquarium's annual event. Although the City uses some classifications that perform some of the duties outlined in the contract, the employees do not have the skills, experience and necessary permits to perform the scope of work sought by the Department. In addition, the City does not possess the necessary seaworthy vessel.

Elizabeth A. Terry

Submitted by
Elizabeth A. Terry
Sr. Personnel Analyst I

Reviewed by
Shelly Del Rosario
Sr. Personnel Analyst II



Approved by
Raul Lemus
Chief Personnel Analyst

8/14/13
Date

This item not included in the package

**13-233 Appropriation Within Fund 302 to Various Accounts
in the Department of Recreation and Parks**

REPORT OF GENERAL MANAGER

NO. 13-234

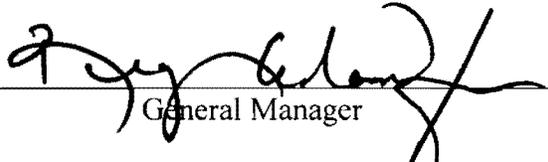
DATE September 11, 2013

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AETNA FOUNDATION 2013 REGIONAL GRANTS PROGRAM –
AUTHORIZATION TO SUBMIT GRANT APPLICATION; ACCEPTANCE OF
GRANT

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
*V. Israel _____	N. Williams _____



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks (RAP) to submit an Aetna Foundation Regional Grants Program application to provide supplemental funding to enhance afterschool club programming at various recreation facilities in the approximate amount of \$40,000.00, subject to the approval of the Mayor and City Council;
2. Direct the staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA), and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to the Los Angeles Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize RAP's General Manager to accept and receive the Regional Grants Program funds, if awarded, in the approximate amount of \$40,000.00 from the Aetna Foundation to enhance afterschool programming at various recreation facilities, subject to the approval of the Mayor and City Council;
4. Designate RAP's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, payment requests and other related documents, which may be necessary for the completion of the project; and

REPORT OF GENERAL MANAGER

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5. Authorize RAP's Chief Accounting Employee to establish the necessary account and/or to appropriate funding received within "Recreation and Parks Grant" Fund 205 to accept the Regional Grants Program funds in an approximate amount of \$40,000.00, if awarded, from the Aetna Foundation.

SUMMARY:

In August 2013, the Department of Recreation and Parks (RAP) found a potential funding opportunity, the Aetna Foundation Regional Grants Program, which supports programs that: 1) provide nutrition education and help increase the availability of affordable fresh fruits and vegetables in underserved communities; and 2) provide opportunities for physical activity in underserved communities. The grant application is due by September 15, 2013.

If awarded, the grant will be used to enhance RAP's afterschool programming by providing nutritional and physical activities at afterschool club programs at recreation centers located in underserved communities within Los Angeles. RAP's afterschool programs primarily serve youth ages 5-17 years old. RAP intends to add a healthy lifestyles component into its programming. The new component would engage participants in physical activity, promote good nutrition, and invite parent involvement to encourage and reinforce healthy habits at home.

FISCAL IMPACT STATEMENT:

This grant will augment afterschool club funding and has no fiscal impact on RAP's General Fund.

This report was prepared by Mark Rose, Facility Director, Grants Administration.

REPORT OF GENERAL MANAGER

NO. 13-235

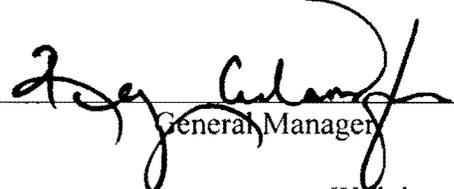
DATE September 11, 2013

C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RALPH M. PARSONS PRESCHOOL AT EXPO CENTER – LOS ANGELES
UNIVERSAL PRESCHOOL GRANT; ACCEPTANCE OF GRANT

R. Adams _____	K. Regan _____
H. Fujita _____	M. Shull _____
*V. Israel _____	N. Williams _____



 General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks' (RAP) General Manager to accept and receive grant funding in the approximate amount of \$80,000.00 annually from the Los Angeles Universal Preschool (LAUP) for the licensed preschool program at the Ralph M. Parsons Preschool located at the EXPO Center, subject to the approval of the Mayor and City Council;
2. Designate RAP's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, payment requests and other related documents, which may be necessary for the implementation and completion of the project(s); and
3. Authorize RAP's Chief Accounting Employee to establish the necessary account and/or appropriate funding received within "Recreation and Parks Grant" Fund 205 to accept grant funding in the approximate amount of \$80,000.00 annually from the Los Angeles Universal Preschool (LAUP) for the licensed preschool program at the Ralph M. Parsons Preschool located at the EXPO Center.

SUMMARY:

Through funds generated from the passage of Proposition 10 approving a tobacco tax in 1998, the State formed First 5 California, also known as the California Children and Families Commission, which then created local agencies throughout the State for the purpose of providing programming for the proper care and development of children up to the age of five. Locally, First 5 LA was created,

REPORT OF GENERAL MANAGER

PG. 2 NO. 13-235

which then developed a Universal Preschool master plan establishing and funding the Los Angeles Universal Preschool (LAUP), an independent California non-profit organization, which currently provides funding to over 300 preschools in the County of Los Angeles.

At its meeting of April 17, 2006, the Board of Recreation and Park Commissioners approved the submission of an application to LAUP for grant funding to provide preschool programming at the Department of Recreation and Parks' (RAP) Ralph M. Parsons Preschool located at EXPO Center, which is a State-licensed preschool with the capacity to operate two classrooms for a total of 32 children. RAP's preschool program emphasizes age-appropriate physical activity to help offset early childhood obesity, as well as, an academic enrichment curriculum. (Board Report No. 06-97). Subsequently, RAP received an initial award of \$55,000.00 in grant funding from LAUP for the Ralph M. Parsons Preschool.

At its meeting of September 6, 2006, the Board of Recreation and Park Commissioners accepted the grant award from LAUP to provide quality preschool services to children from low-income families at the Ralph M. Parsons Preschool located at EXPO Center (Board Report No. 06-260).

The initial grant award included the award of grant funding annually provided that the Ralph M. Parsons Preschool maintained a successful funding rating, as determined by LAUP, and that RAP maintained compliance with the LAUP Operating Guidelines. Since becoming an LAUP Full Network Member in 2006, the Ralph M. Parsons Preschool has received a successful funding rating from LAUP, which has qualified RAP to continue to receive annual grant funding for its preschool programming. To date, LAUP has granted approximately \$469,000.00 in funding to RAP.

FISCAL IMPACT STATEMENT:

This grant does not require a match and results in no fiscal impact to the RAP's General Fund. The grant would provide for the preschool program to be offered to patrons for free or low-cost.

This report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

REPORT OF GENERAL MANAGER

NO. 13-236

DATE September 11, 2013

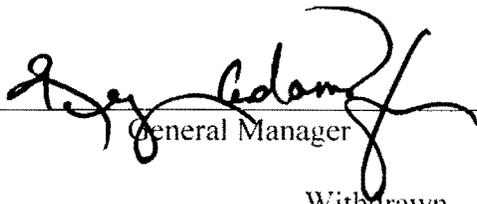
C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – PACIFIC REGION

R. Adams _____
H. Fujita _____
V. Israel _____

* K. Regan SR _____
M. Shull _____
N. Williams _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations, as noted in the Summary of this Report, and that appropriate recognition is given to the donors.

SUMMARY:

Operations Branch – Pacific Region has received the following donations:

Algin Sutton Recreation Center

Vermont Village Community Development Corporation B4R Project donated \$1,000.00 to be used for sports supplies.

Banning Recreation Center

Fabricante Auto Body LLC donated \$200.00 to be used for a community field trip.

United Way – Greater Los Angeles No. 73589 donated \$1,162.53 for the Junior Summer Day Camp.

Cabrillo Marine Aquarium

Calvary Baptist Church donated \$125.00 to assist with educational programs.

Myrna Joseph donated \$100.00 to assist with educational programs.

Van Ness Recreation Center

Bob Auerbach Photography donated \$314.57 to be used for sports program scholarships and program supplies.

REPORT OF GENERAL MANAGER

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Wilmington Recreation Center

Wil-Hall Senior Citizen Club donated \$150.00 for Summer Day Camp 2013.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditures.

Report prepared by Louise Maes, Clerk Typist, Pacific Region.

REPORT OF GENERAL MANAGER

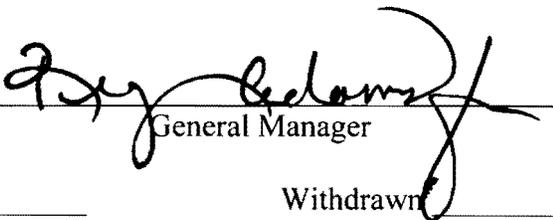
NO. 13-237

DATE September 11, 2013

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS


General Manager

Approved _____

Disapproved _____

Withdrawn _____

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) Mayor, relative to a proposed Amendment to the Contract with Mobile Illumination, Inc., for Winter Themed Exterior lighting and Décor at Pershing Square.

Referred to staff for further processing.

2) City Controller, relative to the Department's internal audits.

Referred to General Manager.

3) Councilmember LaBonge, two communications, relative to Beachwood Drive and the Hollywood sign.

Referred to General Manager.

4) City Clerk, relative to a five-year restoration plan for the Department.

Referred to General Manager.

5) City Clerk, relative to naming the new campground in Hansen Dam as "Otis Wallace Memorial Campground."

Referred to General Manager.

REPORT OF GENERAL MANAGER

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- 6) City Clerk, relative to funding for Summer Night Lights 2013. Referred to General Manager.
- 7) City Clerk, relative to the regular meeting schedule for the Council's Standing Committees. Note and File.
- 8) City Clerk, relative to funding for increased park maintenance and services at pools in Council District 3. Referred to General Manager.
- 9) City Clerk, relative to funding for drainage improvements at Fern Dell in Griffith Park. Note and File.
- 10) City Clerk, relative to the 2013-2014 Personnel Authority. Note and File.
- 11) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending July 12, July 19, July 26, and August 2, 2013. Note and File.
- 12) Courtney Smith, conducting research on Griffith Park. Referred to General Manager.
- 13) Suzan Rood Wilson, two communications relative to the Lease of Camp High Sierra to Mammoth Mountain Ski Area, LLC. Referred to General Manager.
- 14) Paul Schidmit, relative to staff at the Los Angeles Center for Enriched Studies Pool. Referred to General Manager.
- 15) Michael Jantzen, relative to Stair-Scape structures. Referred to General Manager.
- 16) Debra Mindlin, relative to plants available to the Department. Referred to General Manager.

REPORT OF GENERAL MANAGER

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NO. 13-237

17) Chris, relative to issues with the sports activities at Mar Vista Recreation Center.

Referred to General Manager.

18) Daniel T. Reza, Principal, Reza & Associates, relative to a proposed monument sign for Solano Canyon.

Referred to General Manager.

19) Tim Donovan, West Los Angeles Citizens' Coalition, to United States Federal Judge Hon. Dana M. Sabraw, relative to allegations against Rob Dyrdek.

Note and File.

20) Nadine D. Parkos, President, Venice Heritage Foundation, relative to a proposed Venice History Museum.

Referred to General Manager.

21) Anonymous, relative to Department management.

Note and File.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

This item not included in the package

Memorandum: Balboa Music Festival Assessment

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

GENERAL MANAGER'S REPORTS:

ORIGINALLY	PLACED	
PLACED ON	ON MATTERS	DEEMED
<u>BOARD AGENDA</u>	<u>PENDING</u>	<u>WITHDRAWN</u>

None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

None

QUALIFICATIONS TO BE RECEIVED:

None