

APPROVED
JAN 09 2008

[REPORT OF GENERAL MANAGER

NO. 08-06

DATE January 9, 2008

**BOARD OF RECREATION
AND PARK COMMISSIONERS**

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CRESTWOOD HILLS PARK – FACILITY ENHANCEMENTS (#1501A) (W.O. #E170322F) – RECISSION OF NOVEMBER 19, 2007 BOARD ACTION (REPORT NUMBER 07-274); ALLOCATION OF QUIMBY FEES AND AMENDMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, BUREAU OF ENGINEERING, AND DEPARTMENT OF GENERAL SERVICES TO EXPAND THE SCOPE OF WORK AND EXTEND THE TERM

R. Adams	_____	J. Kolb	_____
H. Fujita	_____	F. Mok	_____
S. Huntley	_____	K. Regan	_____
V. Israel	_____	*M. Shull	<u>ms</u>

Curw. Regan (for JKM)
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Rescind the prior Board action of November 19, 2007, to amend the Memorandum of Understanding (MOU) between the Department of Recreation and Parks, Bureau of Engineering, and the Department of General Services (Report No. 07-274);
2. Authorize the Chief Accounting employee to transfer \$171,312 in Subdivision/Quimby fees, which were collected in Fiscal Year 2004-2005, from account No. 460K-00 to the Crestwood Hills Recreation Center Account No. 460K-CA;
3. Authorize the Chief Accounting Employee to transfer \$51,114 in Subdivision/Quimby fees, which were collected in Fiscal Year 2005-2006, from Account No. 460K-00 to the Crestwood Hills Recreation Center Account No. 460K-CA;

REPORT OF GENERAL MANAGER

PG. 2

NO. 08-06

4. Authorize the Chief Accounting Employee to transfer \$200,571 in Subdivision/Quimby fees, which were collected in Fiscal Year 2006-2007, from Account No. 460K-00 to the Crestwood Hills Recreation Center Account No. 460K-CA;
5. Approve the allocation of \$430,000 in Subdivision/Quimby fees from the Crestwood Hills Recreation Center Account No. 460K-CA for the Crestwood Hills Recreation Center – Facility Enhancements project (W.O.#E170322F);
6. Approve the proposed Amendment to the 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), to expand the scope of work to include kitchen and storage room remodeling, and wood flooring to increase the total construction funding by \$180,000 in Quimby funds, for a new total construction cost of \$611,562, and extend the contract term from eighteen (18) to thirty (30) months, subject to approval of the City Attorney as to form;
7. In accordance with the proposed Amendment, upon its execution, direct Department staff to ensure that BOE secures the necessary City Council/Mayor approval to transfer an appropriation in the amount of \$180,000 in additional construction funds to GSD, to complete the project as follows:

From:

<u>Funding Sources</u>	<u>Fund/Dept./ Acct. No.</u>	<u>Available Balance</u>
Quimby	302/89/460K-CA	\$180,000

To the appropriate GSD accounts in Fund 100, Department 40, as follows:

1101 – Construction Salaries Hiring Hall (50%):	\$ 90,000
1121 – Hiring Hall Fringe Benefits (10%):	\$ 18,000
3180 – Construction Materials and Supplies (40%):	<u>\$ 72,000</u>
Total:	\$ 180,000

and transfer cash to GSD on an as-needed basis subject to submission of expenditure reports by GSD and approval of these reports by the BOE Project Manager;

8. Direct the Board Secretary to transmit the proposed Amendment to the MOU to the City Attorney for review and approval as to form; and,

REPORT OF GENERAL MANAGER

PG. 3

NO. 08-06

9. Authorize the General Manager to execute the proposed Amendment, subject to approval as to form by the City Attorney.

SUMMARY:

The Crestwood Hills Park Facility Enhancement project is located at 1000 Henley Avenue, Los Angeles, 90049. The project was specified in the Proposition K Ballot Measure to serve the youth by enhancing the facility. The project scope consists of expanding the restroom to comply with Americans with Disability Act (ADA) requirements, renovating the office, replacing an existing sliding wall with a new solid wall, adding a lobby area, replacing non-structural walls with windows, stripping the outdoor children's game courts, and installing disabled parking and access ramp.

On June 7, 2006, the Board approved an MOU between RAP, BOE, and GSD, for the construction of the facility enhancements at a cost of \$431,562 (Board Report No. 06-144). Due to unforeseen conditions such as dry-rot and termite damage repair to wood framing, and additional project scope requested by the Department and the community to include skylights, windows, office cabinets, kitchen and storage room remodeling, and wood flooring, the MOU with GSD needs to be amended to reflect an increased construction budget of \$180,000 for a new total project construction budget of \$611,562, which includes \$45,213 of construction contingency.

The project was originally planned for completion in two separate phases. The Phase I scope of which is 92% complete and work scheduled to be fully completed by December 31, 2007, will be followed by Phase II which includes kitchen and storage room remodeling and wood flooring. The State Proposition 12 Per Capita funds, intended for use on the Phase I improvements, have a liquidation date of June 30, 2008, which requires that the Phase I portion of the overall project must be completed and open to the public no later than March 30, 2008. The Phase I improvements were scheduled to meet this deadline; however, upon start of the Phase II improvements, the Phase I portion of the facility would have to be partially closed. This would violate the terms of the City's grant contract with the State which requires the State funded improvement remain open to the public.

BOE, therefore, is requesting allocation of \$ 430,000 in additional Quimby funds to complete the Phase I and II improvements which includes replacement of \$ 150,000 in State Proposition 12 Per Capita funds, increased appropriation to GSD in the amount of \$ 180,000 for the additional scope of work, and \$100,000 to cover design and management costs. The replacement of the State Proposition 12 funds with Quimby funds will allow the two phases to be completed as one project as well as allow the closure of the facility as may be necessary.

REPORT OF GENERAL MANAGER

PG. 4

NO. 08-06

<u>Funding Sources</u>	<u>Funding Amount</u>	<u>Fund/Dept./ Acct. No.</u>	<u>MOU Approved (Board Report No. 06-144)</u>	<u>Increased Appropriation</u>
Prop. K9	\$ 199,875	43K/10/Y576	\$ 197,926	\$ -
Prop. K9 Inflation	\$ 53,354	43K/10/Y576	\$ -	\$ -
Sites & Facilities	\$ 201,649	209/88/Y239	\$ 201,649	\$ -
Quimby	\$ 624,019	302/89/460K-CA	\$ 31,987	\$ 180,000
Total	\$ 1,078,897		\$ 431,562	\$ 180,000

It is further recommended that the term of the current MOU be extended from eighteen (18) to thirty (30) months to complete the additional scope of work.

On November 19, 2007, the Board approved an amendment to the MOU between RAP, BOE, and GSD to expand the scope of work and extend the term (Report No. 07-274). The amendment also included an increase in the construction funding by \$60,000 in Quimby fees which is in conflict with the revised construction plan, previous outlined in this report, to combine the Phase 1 and 2 scopes of work, as well as the amended funding strategy which would remove Proposition 12 Per Capita as a funding source for the project. It is therefore recommended that the Board's action of November 19, 2007, be rescinded and that the Board approve the proposed MOU Amendment, substantially in the form on file in the Board Office, subject to approval of the City Attorney as to form.

Currently, \$7,003 is available in the Subdivision/Quimby Fees in the Crestwood Hills Recreation Center Account 460K-CA. Upon approval of this report, Subdivision/Quimby Fees in the amount of \$171,312 collected during Fiscal Year 2004-2005; \$51,114 collected during Fiscal Year 2005-2006; and \$200,571 collected during Fiscal Year 2006-2007, can be transferred from the Subdivision/Quimby Fees Account 460K-00 to the Crestwood Hills Recreation Center Account 460K-CA. The total Subdivision/Quimby Fees allocation for the Crestwood Hills Recreation Center - Facility Enhancements project (W.O. #E170322F) is \$430,000. These Subdivision/Quimby Fees were collected within two miles of Crestwood Hills Recreation Center, which is the standard distance for the allocation of the Subdivision/Quimby Fees for community recreational facilities.

Staff recommends approval of the proposed MOU Amendment, and Council District 11 concurs with the recommendation.

The project remains in compliance with the California Environmental Quality Act (CEQA), and staff has determined that the proposed improvements will have no significant impact on the environment. This project has been determined to be Categorical Exempt pursuant to Article III, Section 1a, Class 1(4, 5), and Section 1k, Class 11(7) of the City CEQA Guidelines. A Notice of Exemption

REPORT OF GENERAL MANAGER

PG. 5

NO. 08-06

was filed with the Los Angeles City Clerk's office on June 19, 2000, and the County Clerk's office on June 20, 2000.

FISCAL IMPACT STATEMENT:

This project does not impact the City's General Fund. Future operations and maintenance costs as a result of this project have yet to be determined.

Prepared by William Tseng, Project Manager. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program; Bradley M. Smith, P.E., Chief Deputy City Engineer, Bureau of Engineering; and Michael A. Shull, Superintendent, Planning and Development, Department of Recreation and Parks.