

**APPROVED**

REPORT OF GENERAL MANAGER

NO. 08-149

DATE June 4, 2008

**JUN 04 2008**  
**BOARD OF RECREATION  
and PARK COMMISSIONERS**

C.D. 11

**BOARD OF RECREATION AND PARK COMMISSIONERS**

**SUBJECT: WESTCHESTER RECREATION CENTER – FACILITIES ENHANCEMENT (W.O. #E170280F) – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE BUREAU OF ENGINEERING, AND THE DEPARTMENT OF GENERAL SERVICES**

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

*[Signature]*  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

**RECOMMENDATION:**

That the Board:

1. 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), the Department of General Services (GSD), and the Bureau of Engineering (BOE), to provide for construction services for the Westchester Recreation Center – Facilities Enhancement (W.O. #E170280F) project, located at 7000 W. Manchester Avenue, Westchester, CA 90065, subject to the approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting Employee, subject to City Council and Mayor’s approval, to request the City Administrative Office (CAO) to include in the CAO report to the City Council that a transfer of the following appropriations, in the amount of \$962,000, be approved for completion of the Westchester Recreation Center – Facilities Enhancement (W.O. #E170280F) project.

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FROM:

<u>Fund Sources</u>	<u>Fund No./Department No./Account No.</u>	<u>Encumbrance Amount</u>
Proposition K, Year 8	43K/10/W571	\$ 91,875
Proposition K, Year 9	43K/10/Y571	\$185,000
Proposition K, Year 10	43K/10/A571	\$100,000
Proposition K, Year 11	43K/10/C571	<u>\$585,125</u>
TOTAL:		\$962,000

TO:

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

1014 - Salaries Construction	\$200,000
1101 - Salaries Hiring Hall	\$200,000
1121- Salaries Hiring hall Fringe Benefits Construction	\$ 70,000
3180 - Construction Materials and Supplies	<u>\$492,000</u>
Total:	\$962,000

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 MOU to the City Attorney for review and approval as to form; and,
4. Authorize the General Manager to execute the proposed MOU, subject to approval as to form by the City Attorney.

SUMMARY:

Submitted are final plans and specifications for the Westchester Recreation Center - Facility Enhancement (W.O. #E170280F) project, located at 7000 W. Manchester Avenue, Westchester, California.

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The proposed project consists of the design and construction of the following facility enhancements: convert part of the existing multi-purpose field into a new soccer field; renovate existing baseball fields, backstops, and their irrigation systems; renovate pathways in the park; install an outdoor fitness center with multiple exercise stations; and upgrade existing field lighting and existing patio play area.

In October 2005, BOE had almost completed design on the project, with an anticipated construction start up in December 2005. Near the end of the design process, BOE was informed that a potential Proposition O project was slated to be constructed at the Westchester Recreation Center in essentially the same location as the proposed Proposition K project described above; therefore, in consultation with RAP staff, L.A. For Kids Steering Committee staff, as well as Council District 11 staff, BOE placed the Proposition K project on hold, pending the determination of the disposition and ultimate scope of the Proposition O project. The Proposition O project was ultimately not funded, and the design process for the Proposition K project resumed approximately 14 months later, in December 2006.

In addition to the project being placed on hold in October 2005 and the re-start of design in December 2006, the project schedule was revised to include RAP changes to the sports field lighting requirements, based on the most current available data recommended by the Illuminating Engineering Society of North America (IESNA), the Southern California Municipal Athletic Foundation (SCMAF), and new Little League lighting standards. The Department has also adopted these standards for lighting as a part of its Standards for Sports Fields, Game Courts, and Other Outdoor Facilities.

In response to the new standards, and to a request by RAP that the new sports field lights at Westchester Recreation Center be compliant with the new field lighting requirements, BOE redesigned the field lights. This redesign resulted in an additional \$77,500 in design costs and BOE also expects an increase in construction costs since the new sports field lights are more expensive than the lights contained in the original design. Construction costs will also escalate due to recent industry wide construction cost increases. As a result, postponing these upgrades until Proposition O funding availability was determined, coupled with the additional costs for modern sports field lights and the other associated delays, BOE anticipates that the construction cost will be approximately \$415,000 higher than originally budgeted.

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Funds are available for the construction, abatement, and demolition work in the following funds and accounts:

<u>Fund Sources</u>	<u>Fund No./Department No./ Account No.</u>	<u>Encumbrance Amount</u>
Proposition K, Year 8	43K/10/W571	\$ 91,875
Proposition K, Year 9	43K/10/Y571	\$185,000
Proposition K, Year 10	43K/10/A571	\$100,000
Proposition K, Year 11	43K/10/C571	<u>\$585,125</u>
TOTAL:		\$962,000

Staff has determined that the subject project will not have any significant impact on the environment; therefore, the proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1a, Class 1(1, 3, 12) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund at this time; however, future operations and maintenance costs will be assessed upon completion of the project.

This report was prepared by Carmelo Sabatella, Project Manager, Recreational and Cultural Facilities Program, Bureau of Engineering. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, Bureau of Engineering; Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering; and Michael A. Shull, Superintendent, Planning and Development Division, Department of Recreation and Parks.