

APPROVED

JUN 18 2008

REPORT OF GENERAL MANAGER

NO. 08-172

DATE June 18, 2008

BOARD OF RECREATION AND PARK COMMISSIONERS

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HARVARD RECREATION CENTER - SKATE PARK PROJECT (#1248A) (W.O. #E170432F) – 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	_____

One for MS.

[Signature]
General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the 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 construction services for the Harvard Recreation Center - Skate Park Project (#1248A) (W.O. # E170432F), subject to the approval of the City Attorney as to form;
2. Direct the Department's Chief Accounting Employee to request that the City Administrative Office (CAO) include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$775,000 be approved for the construction of the Harvard Recreation Center - Skate Park Project (#1248A) (W.O. #E170432F);

From:

<u>FUNDING SOURCE</u>	<u>FUND NO./ DEPARTMENT NO./ ACCOUNT NO.</u>	<u>ENCUMBRANCE AMOUNT</u>
Proposition K YR 11	43K/10/C807	\$375,000
Proposition 40 RZH ⁽¹⁾	205/88/TBD	\$400,000
TOTAL		\$775,000

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NOTE:

(1) The Proposition 12/40 Cash Flow Account will be used to cash flow these funds which will be reimbursed immediately upon receipt of funds from the State.

To:

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

1101 – Hiring Hall Salaries	\$300,000
1121 – Hiring Hall Fringe Benefits	\$75,000
3180 – Construction Materials and Supplies	<u>\$400,000</u>
TOTAL	\$775,000

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 forthwith 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:

The proposed Harvard Recreation Center - Skate Park project is located at 1535 West 62nd Street, Los Angeles, CA 90047. The skate park includes in-ground concrete bowls with specialty equipment design features, security lighting, a permanently installed pre-fabricated mini-office, perimeter fencing, picnic improvements and the rehabilitation of existing trellis structures. The project is funded by Proposition K Year 11 specified and Proposition 40 RZH grant funds.

Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process. The project's Proposition K 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 and it would be more cost effective to perform the work with GSD staff, and GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

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In addition to timeliness, GSD has experience in successfully completing various Recreation and Parks projects. BOE will provide construction management services for GSD in the construction of the skate park project.

Approved project funds are available for the construction work in the following fund and accounts:

<u>FUNDING SOURCES</u>	<u>FUND NO./DEPARTMENT NO./ACCOUNT NO.</u>	<u>ENCUMBRANCE AMOUNT</u>
Proposition K YR 11	43K/10/C807	\$375,000
Proposition 40 RZH	205/88/TBD	<u>\$400,000</u>
Total		\$775,000

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements will not have any significant impact on the environment. The project has been determined to be Categorical Exempt pursuant to Article III, Section 1 (a) (3) (4) and Section 1 (k) (3) of the City CEQA Guidelines. A Notice of Exemption was filed with the City of Los Angeles and County Clerks on June 22, 2006. The Notice of Exemption may be examined at the office of the City Engineer.

FISCAL IMPACT STATEMENT:

There are adequate funds for the proposed construction project. Therefore, there is no anticipated fiscal impact on the Department's General Fund. The assessment of the future operations and maintenance costs has yet to be determined.

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