

APPROVED

REPORT OF GENERAL MANAGER

NO. 08-132

DATE May 21, 2008

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BOARD OF RECREATION
and PARK COMMISSIONERS

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CHEVIOT HILLS - PERIMETER FENCING, PARKING LOT IMPROVEMENTS, IRRIGATION (W.O. #E170271F) - MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE BUREAU OF ENGINEERING, AND THE DEPARTMENT OF GENERAL SERVICES

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

J. Kolb _____
F. Mok _____
K. Regan _____
*M. Shull _____

Use for M.S.

[Signature]
General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION:

That the Board:

1. Approve a Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Bureau of Engineering (BOE), and the Department of General Services (GSD) to provide construction services for the Cheviot Hills – Perimeter Fencing, Parking Lot Improvements, Irrigation project (W.O. #E170271F), 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 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 \$500,000, be approved for the construction of the Cheviot Hills - Perimeter Fencing, Parking Lot Improvements, Irrigation project (W.O. #E170271F). Approved project funds are available for the construction work in the following fund and accounts:

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From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPARTMENT/ ACCOUNT NO.</u>	<u>ENCUMBRANCE AMOUNT</u>
Proposition K YR 10	43K/10/ A575	\$100,000
Proposition K YR 11	43K/10/C575	<u>\$400,000</u>
TOTAL		\$500,000

To:

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

1101 – Construction Salaries Hiring Hall:	\$200,000
1121 – Hiring Hall Fringe Benefits:	\$ 50,000
3180 – Construction Materials and Supplies:	<u>\$250,000</u>
TOTAL	\$500,000

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 Cheviot Hills – Perimeter Fencing, Parking Lot Improvements, Irrigation (W.O. #E170271F) project is located at 2551 S. Motor Avenue, Los Angeles, CA 90064. The scope of work consists of separating the irrigation system currently shared with the golf course to provide the park its own system and install five light poles in the small parking lot for security purposes at the Cheviot Hills Park. If funding permits, the scope will include providing pressure relief valves to the existing irrigation system and/or resurfacing of one more parking lot.

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The project is funded by Proposition K funds required to be obligated prior to the end of the current fiscal year. If this year's Proposition K funds are not encumbered by June 30, 2008, they will no longer be available for any purpose and the overall funding of the City's Proposition K funding (\$750,000,000) will be reduced by the corresponding amount.

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 is allowed to competitively bid the project. The option to award the construction of this project to GSD is the best alternative in order to complete the project in a timely manner and meet the funding deadlines. At its meeting on April 25, 2008, the LA for Kids Steering Committee approved this proposal. In addition, both GSD and BOE have successfully completed various other Recreation and Parks projects. BOE will provide the construction management services for this project to assist the Department in completing this project on time and within budget. Awarding a project to GSD in this manner is authorized by Section 22.535(a)(5) of the Los Angeles Administrative Code.

The project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 11 (3) and Class 31 of the City CEQA Guidelines.

RAP West Region staff support the recommendations set forth in this Report.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund at this time. The assessments of the future operations and maintenance cost have yet to be determined.

Prepared by Susan Avila, and reviewed by Neil L. Drucker, Program Manager, Bureau of Engineering, Recreational and Cultural Facilities Program and reviewed by Deborah Weintraub, Chief Deputy City Engineer, Bureau of Engineering. Reviewed by Michael A. Shull, Superintendent, Planning and Development Division, Department of Recreation and Parks.