

APPROVED
MAY 21 2008

REPORT OF GENERAL MANAGER

NO. 08-133

DATE May 21, 2008

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: DAVID M. GONZALES RECREATION CENTER – BUILDING ENCLOSURE AND WEIGHT ROOM CONVERSION PROJECT (W.O. #E170431F) – 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	<i>ms</i>

[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Withdrawn _____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 Bureau of Engineering (BOE), and the Department of General Services (GSD), to provide for construction services for the David M. Gonzales Recreation Center – Building Enclosure and Weight Room Conversion project (W.O. #E170431F), 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 appropriation, in the amount of \$185,000 be approved for the construction of the David M. Gonzales Recreation Center – Building Enclosure and Weight Room Conversion project (W.O. #E170431F).

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From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPARTMENT/ ACCOUNT. NO.</u>	<u>APPROPRIATED AMOUNT</u>
Proposition K YR 11	43K/10/C600	\$102,700
Proposition K YR 10	43K/10/A600	<u>\$ 82,300</u>
Total		<u>\$185,000</u>

To:

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

1014 – Construction Salaries	\$50,000
1101 – Hiring Hall Salaries	\$30,000
1121 – Hiring Hall Fringe Benefits	\$15,000
3180 – Construction Materials and Supplies	<u>\$90,000</u>
TOTAL	<u>\$185,000</u>

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, subsequent to approval of the City Attorney as to form.

SUMMARY:

The David M. Gonzales Recreation Center – Building Enclosure and Weight Room Conversion (W.O. #E170431F) project is located at 10943 Herrick Avenue, Pacoima, CA 91331. The proposed improvements include addition of two walls on the south and east sides of the existing patio area weight room of approximately 775 square feet, installation of an air conditioning system and new floor tiles. In addition, the drinking water fountain will be replaced. The project is funded by Proposition K Year 10 and 11 competitive grant funds.

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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 project to GSD is the best alternative in order to complete the project in a timely manner and meet the funding deadlines. In addition, both GSD and BOE have successfully completed various other Recreation and Parks projects. BOE will provide the construction management services 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.

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

<u>FUNDING SOURCES</u>	<u>FUND/DEPARTMENT/ ACCOUNT NO.</u>	<u>GRANT AMOUNT</u>	<u>APPROPRIATED BALANCE</u>
Proposition K YR 11	43K/11/C600	\$ 182,400	\$ 102,700
Proposition K YR 10	43K/10/A600	<u>\$ 100,000</u>	<u>\$ 82,300</u>
Total		\$ 282,400	\$ 185,000

The Proposition K funds needed to complete construction will be appropriated to GSD upon Council approval. Cash will be transferred to GSD from the Proposition K account on an as-needed-basis, upon receipt and approval of the expenditure reports submitted by GSD.

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 Categorically 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 is on file in the office of the City Engineer.

FISCAL IMPACT STATEMENT:

Adequate funds for the proposed construction project are available; therefore no fiscal impact to the Department's General Fund is anticipated. The assessment of the future operations and maintenance cost has yet to be determined.

This report was prepared by Ejike Mbaruguru, 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, AIA., Acting Chief Deputy City Engineer, and Michael A. Shull, Superintendent, Planning and Development Division.