

APPROVED

REPORT OF GENERAL MANAGER

DEC 09 2009

NO. 09-307

DATE December 9, 2009

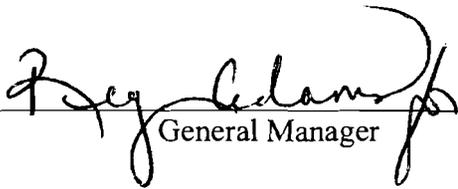
BOARD OF RECREATION
AND PARK COMMISSIONERS

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EXPO CENTER - AWARD OF PERSONAL SERVICES CONTRACT WITH TERRAPLAS USA, LLC FOR INSTALLATION TRAINING SERVICES AND MAINTENANCE OF THE SOBOROFF SPORTS FIELD COVER

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a proposed Personal Services Contract between the City of Los Angeles Department of Recreation and Parks and Terraplas USA, a Limited Liability Company, substantially in the form on file in the Board Office, for installation training services and maintenance of the Terracover II Soboroff Sports Field cover at EXPO Center, for a term of one (1) year, in an amount not to exceed \$90,000, subject to the approval of the Mayor and of the City Attorney as to form;
2. Find, in accordance with Charter Section 1022, that the Department does not have personnel available in its employ with sufficient expertise to perform these specialized training tasks, and that these services can only be performed by qualified personnel from Terraplas who possess exclusive knowledge, expertise and experience to provide such training;
3. Find, in accordance with Charter Section 371(e)(10) and Los Angeles Administrative Code Section 10.15(a)(2), and Charter Section 372, that the use of a competitive bidding process would be undesirable, impractical and not advantageous for these specialized training services as Terraplas is the manufacturer of the Terracover II sports field cover and has the exclusive knowledge, expertise and experience to instruct others on its proper installation;
4. Direct the Board Secretary to transmit the proposed Personal Services Contract to the

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Mayor in accordance with Executive Directive No. 3 and, concurrently, to the City Attorney for approval as to form; and,

5. Authorize the Board President and Secretary to execute the Personal Services Contract upon receipt of the necessary approvals.

SUMMARY:

The Friends of Expo Center (Friends) is a nonprofit organization that provides financial support to EXPO Center. The Friends raised approximately \$7 million to renovate the lot located directly across from the EXPO Center recreation center into a multi-use sports field (Soboroff Sports Field). The Friends contracted with ValleyCrest Landscape Companies to design and construct the field and install artificial turf.

An agreement between the Department of Recreation and Parks (Department) and the California Science Center (Contract No. C-115310) requires the Department to make available the Soboroff Sports Field for motor vehicle parking for major events at Exposition Park.

In order to protect the artificial turf during events where the field is utilized for motor vehicle parking, ValleyCrest Landscape Companies procured a cover system from Terraplas USA, a company that specializes in turf and natural grass protection systems. The cover is the largest produced by Terraplas USA (108,000 square feet) and the installation and removal requires approximately thirty staff members working twenty seven hours.

The proposed agreement will allow Terraplas USA to instruct and train Department staff on the proper handling and installation of the cover. Terraplas USA employs highly trained experts with years of experience with installation of their products. Improper installation of the multiple sheets that make up the cover would result in buckling and gaps that will undermine the integrity of the cover material and pose a safety risk to the public.

As the manufacturer of the Terracover II sports field cover designed specifically for the Soboroff Sports Field, Terraplas USA is the sole entity with the necessary skills, knowledge and ability to sufficiently train staff on the installation and removal of the cover and to perform as-needed maintenance in order to protect the sports field. After Department staff has been adequately trained, the training services of Terraplas USA will no longer be needed.

Staff recommends that the Board approve a personal services contract with Terraplas USA for installation training services and as-needed maintenance in the amount of \$90,000.

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FISCAL IMPACT STATEMENT:

Sufficient funds in the amount of \$90,000 have been identified in Fund No. 302, Department 88, Account 3040 to compensate the vendor for services provided.

This report was prepared by Noel Williams, Chief Management Analyst, Finance Division.