

REPORT OF GENERAL MANAGER

APPROVED  
JUN 02 2010

NO. 10-137

DATE June 2, 2010

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: BRANFORD RECREATION CENTER - OUTDOOR REFURBISHMENT (W.O. #E170236F) PROJECT - MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE BUREAU OF ENGINEERING, AND THE DEPARTMENT OF GENERAL SERVICES

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

[Signature]  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

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 Branford Recreation Center - Outdoor Refurbishment (W.O. #E170236F) project, 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 a recommendation that the following appropriations, in the amount of \$715,000 be approved for the construction of the Branford Recreation Center - Outdoor Refurbishment (W.O. #E170236F) project;

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From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCOUNT. NO.</u>	<u>APPROPRIATED AMOUNT</u>
Proposition K YR 13	43K/10/F246	<u>\$715,000</u>
Total		<u>\$715,000</u>

To:

GSD Account F140, and from there to the appropriate GSD accounts in Fund 100, Department 40, as follows:

1014 – Construction Salaries	\$ 50,000
1101 – Hiring Hall Salaries	\$200,000
1121 – Hiring Hall Fringe Benefits	\$ 80,000
3180 – Construction Materials and Supplies	<u>\$385,000</u>
TOTAL	\$715,000

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 BOE 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 prior to June 30, 2010, subsequent to approval of the City Attorney as to form.

SUMMARY:

The Branford Recreation Center is located at 13306 Branford Street, Arleta, CA 91331. The proposed improvements include refurbishment of four baseball diamonds, repaving of the parking lot and walkway, and improvement of irrigation systems. In addition, the drinking water fountain will be replaced.

The Branford Recreation Center - Outdoor Refurbishment (W.O. #E170236F) project is a Proposition K specified project. The project was initially funded for construction in Proposition K Year 13 (2009-2010). Due to the suspension of the State grant funds because of the State's cash flow problems, a number of Proposition K projects funded in the current year with State grants funding had to be placed on hold, and the Proposition K funds had to be reprogrammed to a future year. The project design is nearing completion and the project therefore would have been scheduled

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to go out to bid in the next fiscal year. Since additional projects had to be programmed to the current fiscal year and the Branford Recreation Center - Outdoor Refurbishment (W.O. #E170236F) project is close to being ready for construction, Proposition K fund will be programmed to this project in the current fiscal year to avoid permanent loss of the Proposition K funding.

Due to the reprogramming of Proposition K funds to the current fiscal year, the project must now have the construction contract awarded before the end of the current Fiscal Year 2009-2010 (by June 30, 2010). There is now insufficient time remaining to proceed through the normal bid and award process. In order to meet the construction award schedule without losing the Proposition K funding, it is recommended that GSD be selected to construct the project, in accordance with 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/DEPT./ACCOUNT NO.</u>	<u>APPROPRIATED AMOUNT</u>
Proposition K - YR 13	43K/10/F246	<u>\$ 715,000</u>
Total		\$ 715,000

The Proposition K funds needed to complete construction will be appropriated to GSD upon Council approval. The funds 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.

Upon execution of the MOU and approval of the fund appropriation and transfer to GSD Accounts, GSD will begin work immediately. Completion of construction is estimated to take one hundred eighty (180) calendar days.

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements refurbishment of exiting park facilities and 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), Class 1(1) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

Adequate funds for the proposed construction project are available, therefore, no fiscal impact to the Departmental of Recreation and Parks General Funds is anticipated. The assessment of the future operations and maintenance cost has yet to be determined.

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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, Chief Deputy City Engineer; and Michael A. Shull, Superintendent, Planning and Construction Division, Department of Recreation and Parks.