



REPORT OF GENERAL MANAGER

PG. 2                      NO. 10-320

<b>Facility</b>	<b>Labor Component Cost</b>	<b>Materials Cost</b>
Rancho Cienega Sports Complex	\$105,498	\$169,566
Stonehurst Recreation Center	\$165,680	\$101,321

This project was competitively bid among the five available Electrical Contractors under contract with the Department of General Services (GSD). However, upon receiving three bids (two others did not submit), it was determined by staff that one more bid be sought by a private contractor. This was due to the fact all bids that were received were well above the City's estimated value of the work.

All of the City's commodity contracts contain a clause, which allows the City to bypass the contract for individual projects when they are estimated to be more than \$50,000. The value of this contract exceeds \$200,000.

GSD has requested the Board of Recreation and Parks Commissioners (Board) make a Charter Section 1022 finding before the actual orders for the projects are approved.

CHARTER SECTION 1022:

Los Angeles City Charter Section 1022 prohibits contracting out work that could be done by City employees unless the Board determines it is more economical and/or feasible to contract out the services.

The Personnel Department has completed a Charter Section 1022 review (Attachment A) and determined that the City has classifications that could provide some of the work but that the two proposed projects exceeds the staffing availability. The review further determined that the Department, due to budget and time constraints, could not expeditiously hire and train City employees to complete the duties within the time requirement.

FISCAL IMPACT STATEMENT:

The Charter Section 1022 finding has no impact to the General Fund. It should be noted that funds to complete the proposed projects at Rancho Cienega and Stonehurst are available from the California State's Proposition 40 bond measure.

This report was prepared by Cid Macaraeg, Planning and Construction Branch and Raymond Chang, Finance Division.

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Department of Recreation and Parks

2. Contacts:

Department: Harry Surmenian Phone No. 213 202-2645 Fax No. 213 202-2611

CAO: Veronica Salumbides Phone No. 213 473-7561 Fax No. 213 473-7514

3. Work to be performed:

The contract involves refurbishing existing lighting systems at Rancho Cienega Tennis Court Complex and Stonehurst Recreation Center. The lighting systems include a remote control system, player-activated push button assemblies, and strobe lights for each of the courts. The project is funded through the California State's Proposition 40 bond measure with funding available until March 2011.

4. Is this a contract renewal? Yes  No  (Contractor performed similar projects.)

5. Proposed length of contract: 2 years

Start Date: September 2010.

6. Proposed cost of contract (if known): \$2 million/ annually

7. Name of proposed contractor: Musco Sports Lighting, LLC (piggy-back contract with GSD).

8. Unique or special qualifications required to perform the work:

The contract calls for knowledge and experience in installing large scale sports field lighting, large base infrastructures, as well as large light towers and fixtures.

9. Are there City employees that can perform the work being proposed for contracting?

Yes  some of the work No

If yes,

<b>Classification</b>	<b>Departments</b>	<b>List Expires</b>
Construction & Maintenance Supervisor	Airports, DWP, Harbor, PW, Rec & Parks, Zoo	No list
Maintenance & Construction Helper	Various	7/20/2012
Electrical Craft Helper	Various	Continuous
Electrician	Various	No List
Senior Electrician	Airports, Convention Center, Harbor, Rec & Parks, Zoo	No List
Electrician Supervisor	Airports, Convention Center, Harbor, PW, Rec & Parks	No List

If yes,

- a. Which class(es) and Department(s): See above.
- b. Is there sufficient Department staff available to perform the work? Yes  No
- c. Is there a current eligible list for the class(es)? Yes  No  Expiration Date: see above.
- d. Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- e. Can the requesting department continue to employ staff hired for the project after project completion? Yes  No
- f. Are there City employees currently performing some of the work? Yes  No

10. Findings

- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform some of the work

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

SUMMARY:

The Department of Recreation and Parks is requesting a Charter Section 1022 Determination for the refurbishing of an existing tennis court lighting system which also involves the removal of an old control system and installation of a new lighting system switchboard. The contract will piggyback on an agreement between Musco Sports Lighting, LLC and General Services Department. Although there are City employees who currently perform some of the duties, the Department explained that due to budget and time constraints, City employees could not be hired and trained expeditiously to complete the duties within the time requirement.

Submitted by:

Cathy T. Tanaka  
Cathy T. Tanaka

Reviewed by:

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Shelly Del Rosario

Approved by:

Shelly Del Rosario  
Raul Lemus

Date:

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9/23/10