

APPROVED

REPORT OF GENERAL MANAGER

NO. 11-233

SEP 07 2011

DATE September 7, 2011

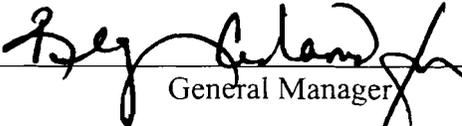
BOARD OF RECREATION
and PARK COMMISSIONERS

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LINCOLN HEIGHTS SENIOR CENTER – RESTROOM RESTORATION (#20430) (W.O. #E1907458) PROJECT – MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES FOR CONSTRUCTION SERVICES

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u>mf</u>
V. Israel	_____	N. Williams	_____



 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Approved _____ Disapproved _____ Withdrawn _____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 Department of Public Works, Bureau of Engineering (BOE) and the Construction Forces of the Department of General Services (GSD), to provide construction services for the Lincoln Heights Senior Center – Restroom Restoration (#20430) (W.O. #E1907458) Project, subject to the approval of the City Attorney as to form;
2. Direct the Department’s Chief Accounting Employee to request that the City Administrative Office (CAO) include in the CAO report to the City Council and Mayor, a recommendation that the following appropriations, in the amount of \$297,600 be approved for the construction of the Lincoln Heights Senior Center – Restroom Restoration (#20430) (W.O. # E1907458) Project;

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From:

<u>Funding Source</u>	<u>Fund/Dept./Acct. No.</u>	<u>Appropriation Amount</u>
CDBG - 35 th Year ⁽¹⁾	424/22/22F439	\$ 95,000
CDBG - 37 th Year ⁽¹⁾	424/22/22H525	\$102,600
Sites and Facilities ⁽²⁾	209/88/88H140	<u>\$100,000</u>
Total		\$297,600

⁽¹⁾ Community Development Block Grant

⁽²⁾ Council approved appropriation amount transferred in FY2010-2011 per Council File No. 10-1099 dated July 20, 2010.

To:

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

1014 – Construction Salaries	\$59,520
1101 – Hiring Hall Salaries	\$85,024
1121 – Hiring Hall Fringe Benefits	\$34,016
3180 – Construction Materials and Supplies	<u>\$119,040</u>
TOTAL	\$297,600

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 proposed MOU to the City Attorney for review and approval as to form; and,
4. Authorize the General Manager to execute the MOU, subsequent to the approval of the City Attorney as form.

SUMMARY:

The proposed Lincoln Heights Senior Center Restroom Restoration project is located at 2323 Workman Street, Los Angeles, California 90031. The improvements include the conversion of an existing custodial closet into a unisex Americans with Disabilities Act (ADA) compliant toilet room; providing new toilet fixtures, renovating walls and floors in the existing Men's and Women's toilet rooms and providing a new custodial closet with new water heater and custodial sink in an existing storage room.

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Staff recommends awarding this project to GSD in lieu of conducting a competitive construction bid process due to the following reasons:

- Construction of the toilet improvements needs to be completed before end of June 2012, due to the maturity of the CDBG (35th Year – FY09/10). The additional funds needed to fully fund the project were recently approved as part of the FY2011-2012 CDBG budget (37th Program Year).
- The scope of work is all “Specialty Work”. GSD has shown knowledge and expertise in building restrooms to comply with the ADA, including but not limited to adding restrooms to an existing building, with a combination of their own forces and by hiring specialized vendors for sub-contracted work.
- GSD can perform the demolition work while the selection of a vendor is in process.
- Approximately three to four months can be saved from the bid and award time by having GSD and their selected City-approved vendors perform construction. GSD is authorized to perform this work per Los Angeles Administrative Code Section 22.535(a)(5).

In addition to timeliness, GSD has experience in successfully completing various Recreation and Parks projects. BOE will provide construction management services for GSD in the construction of the project.

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

<u>Funding Source</u>	<u>Fund/Dept./Acct. No.</u>
CDBG (35 th Year)	424/22/22F439
CDBG (37 th Year)	424/22/22H525
Sites and Facilities	209/88/88H140

In compliance with the California Environmental Quality Act (CEQA), staff has determined that the proposed improvements resulting from the MOU have been previously evaluated for potential environmental impacts. The project was found to be categorically exempt from the provisions of the CEQA pursuant to Article III, Section 1, Class 1(1), of the City CEQA Guidelines. A Notice of Exemption was filed with the Los Angeles County Clerk on January 15, 2010. Therefore, the MOU is exempt under Article II, Section 2(i) of the City CEQA Guidelines.

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FISCAL IMPACT STATEMENT:

There is no impact on the Department's General Fund. Facility staff will continue to provide the necessary maintenance service. The proposed improvements will be an asset to this facility.

This report was prepared by Ada Fernandez-DeLaRosa, Project Manager, the Department of Public Works, Bureau of Engineering, Architectural Division,. Reviewed by Mahmood Karimzadeh, Program Manager, the Department of Public Works, Bureau of Engineering, Architectural Division,; Neil Drucker, Program Manager, the Department of Public Works, Bureau of Engineering, Recreational and Cultural Facilities Program,; and Michael A. Shull, the Department of Recreation and Parks, Planning, Construction and Maintenance Division, Superintendent.