

APPROVED  
MAY 16 2012

REPORT OF GENERAL MANAGER

NO. 12-140

DATE May 16, 2012

BOARD OF RECREATION  
AND PARK COMMISSIONERS

C.D. 8

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: JACKIE TATUM/HARVARD RECREATION CENTER - SKATE PARK (PRJ1248A) (W.O. #E170432F) PROJECT- AMENDMENT TO SUPPLEMENTAL AGREEMENT TO MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE DEPARTMENT OF PUBLIC WORKS, BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES DIVISION - FINAL ACCEPTANCE

R. Adams	_____	K. Regan	_____
H. Fujita	_____	*M. Shull	<u><i>[Signature]</i></u>
V. Israel	_____	N. Williams	_____

*[Signature]*  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Amendment to Supplemental Agreement to Memorandum of Understanding (Amendment), substantially in the form on file in the Board Office, between Department of Recreation and Parks (RAP), Department of Public Works, Bureau of Engineering (BOE), and Department of General Services (GSD), Construction Forces Division for the Jackie Tatum/Harvard Recreation Center – Skate Park (PRJ1248A) (W.O. #E170432F) project, to transfer an additional \$60,000 to cover the final change order to the project, subject to the City Attorney approval as to form;
2. Authorize the Chief Accounting Employee, subject to City Council and Mayoral approval, to request that staff of the City Administrative Office (CAO) include, in the next Construction Projects Report (CPR) to the City Council, a transfer, at the request of the BOE, of appropriation, in the not-to-exceed amount of \$60,000, in construction funds to GSD, as follows:

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From:

FUNDING SOURCE	FUND/DEPT NO./ ACCT. NO.	ENCUMBRANCE AMOUNT
Proposition K Year 11	43K/10/10C807	<u>\$60,000</u>
Total:		\$60,000

To:

Through GSD Account, to the appropriate GSD account in Funds No. 100, Department No. 40, listed below:

3180 – Construction Materials and Supplies: \$60,000

and transfer cash to GSD as a one time, final project expense, upon review and approval of the expenditure reports submitted by GSD and approval of these reports by the BOE Project Manager;

3. Direct the Board Secretary to transmit the proposed Amendment to the City Attorney for review and approval as to form;
4. Authorize the General Manager to execute the proposed Amendment, subject to approval of the City Attorney as to form;
5. Accept the work performed under the Supplemental Agreement to the Memorandum of Understanding (MOU), as outlined in the Summary of this Report; and,
6. Authorize the Board Secretary to furnish GSD with a letter of completion for the project.

SUMMARY:

The Jackie Tatum/Harvard Recreation Center – Skate Park (PRJ1248A) (W.O. #E170432F) project located at 1535 West 62<sup>nd</sup> Street, Los Angeles, CA 90047 was awarded to GSD on June 18, 2008 (Board Report No. 08-172), and construction was completed on September 29, 2011 . The scope of this project consisted of the design and construction of a new 10,000 square foot concrete streetscape skate park featuring ledges, stairs, rails, ramps, and fencing. New landscaping, irrigation, drinking fountain, ADA pathway, and a re-configured trash area were also a part of the project. The project was funded through a combination of Proposition K and Proposition 40 Roberti-Z'berg Harris (RZH) funds.

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The construction cost and funding in the original MOU (Board Report No. 08-172) was increased on February 2, 2011 (Board Report No. 11-024) from \$775,000 to a revised amount of \$900,000 prior to the start of construction. This increase was needed to reflect the construction cost estimate developed by GSD since the original \$775,000 was a budgetary figure provided by BOE. The amended amount was memorialized as a Supplemental Agreement to the Memorandum of Understanding (SMOU) between RAP, BOE, and GSD.

During the course of construction from April 2011 through September 2011, it became necessary to increase security on the project to protect the well being of GSD personnel, contract vendor employees, and the jobsite. The level of increased security provided for 24-hour monitoring of the jobsite by a security guard, which was above and beyond the required jobsite security required in the contract. As a result of the increased security, additional labor cost was incurred. BOE and GSD agreed that the associated costs for the security guard would be negotiated as part of the final change order.

The final change order has been negotiated and will not exceed the additional requested amount of \$60,000 in the Amendment. BOE therefore recommends that the Board approve the Amendment and upon its execution, with the assistance of the CAO, to facilitate the necessary Council approval to appropriate and transfer funds in the amount of \$60,000 into GSD accounts.

A total of three (3) change orders were issued for a total of \$87,754 including the final change order for the increased onsite security.

GSD has finished the work, and the Bureau of Engineering's Recreational and Cultural Facilities Program staff has completed the construction management of the project. BOE advised the Department that GSD completed the construction of this project and that the quality of the work is satisfactory.

There were no contract compliance or labor issues with the work done under this MOU. Some of the construction work was completed by City employees and other work by subcontractors under the supervision of GSD staff.

### FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund. Staff will continue to provide the necessary maintenance services. The completed improvements are an asset to this facility, and should reduce near-term maintenance needs.

This report was prepared by Gary Lam, Project Manager, Recreational and Cultural Facilities Program, BOE. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Chief Deputy City Engineer, BOE; and by Michael A. Shull, Superintendent, Planning, Construction and Maintenance Division, Department of Recreation and Parks.