

AGENDA

BOARD OF RECREATION AND PARK COMMISSIONERS OF THE CITY OF LOS ANGELES

Wednesday, January 8, 2014 at 9:30 a.m.

EXPO Center, Comrie Hall
3980 S. Bill Robertson Lane
Los Angeles, CA 90037

BARRY A. SANDERS, PRESIDENT
W. JEROME STANLEY, VICE PRESIDENT
LYNN ALVAREZ, COMMISSIONER
SYLVIA PATSAOURAS, COMMISSIONER
JILL WERNER, COMMISSIONER

EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S REQUEST FORM AT THE MEETING AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL ALLOWED FOR PUBLIC PRESENTATION.

1. SPECIAL PRESENTATIONS:

Presentations to President Barry Sanders, Vice-President Jerome Stanley, and Commissioner Jill Werner for their exemplary service to the Department of Recreation and Parks and the Citizens of Los Angeles as members of the Board of Recreation and Park Commissioners

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meeting of December 11, 2013

3. GENERAL MANAGER'S REPORTS:

- | | |
|--------|---|
| 14-001 | Wattles Park – Erosion and Drainage Improvements (W.O. #E170262F) – Acceptance of Stop Notice on Construction Contract No. 3353 |
| 14-002 | Culver Slauson Recreation Center – Phase II (Youth Community Center) (PRJ20550)(W.O.#E1907289) Project – Final Acceptance |
| 14-003 | Westchester Tennis Professional Concession – Award of Concession Agreement to Hai Nguyen dba The Tennis Key |
| 14-004 | Transfer of Appropriations Within Fund 302 in the Department of Recreation and Parks for Budgetary Adjustments |

January 8, 2014

14-005 Various Communications

4. UNFINISHED BUSINESS:

Memorandum: Los Angeles Police Department – Proposed Memorandum of Agreement
Item to be Continued (Original Date – 4/17/13)

13-290 50 Parks Initiative – Laurel Canyon/Mulholland Open Space Project, 8100 West Mulholland Drive – Request for Final Authorization to Acquire Property; Approval of Escrow Instructions and Legally Obligated Acquisition Costs; Approval of Purchase and Sale Agreement; Approval of Purchase and Sale Agreement; Allocation of Proposition K Funds
(Original Date – 11/20/13)

13-300 Westchester Tennis Professional Concession Request for Proposals (RFP) – Rescission of RFP and Return of Proposal Deposits
(Original Date – 11/20/13)

13-305 Hollywood Central Park Project – Environmental Impact Analysis – Contract with Friends of Hollywood Central Park
(Original Date – 12/11/13)

13-307 Adoption of 2013 Vision Plan for Griffith Park
(Original Date – 12/11/13)

13-322 Amendment to Personnel Resolution No. 10382 – Section 1H (Hiring Hall Positions)
(Original Date – 12/11/13)

13-324 Westchester Tennis Professional Concession Request for Proposals (RFP) – Conditional Award of Concession Agreement to the Tennis Key
(Original Date – 12/11/13)

5. RECONSIDERATION:

13-320 Leota Ann Lightfoot Trust Donation – Senior Citizen Section Programs

6. COMMISSION TASK FORCES:

- Commission Task Force on Concessions Report - Commissioners Patsaouras and Stanley
- Commission Task Force on Facility Repair and Maintenance Report - Commissioners Alvarez and Werner

7. PRESENTATIONS:

- Bureau of Engineering - Project Update - Status Report on Current Projects

January 8, 2014

- Bureau of Contract Administration, General Services Division - Status Report on Subcontractor Approval Activity

8. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities

9. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

10. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

11. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, January 22, 2014 at 9:30 a.m., at Hubert Humphrey Recreation Center, 12560 Filmore Street, Pacoima, CA 91331.

12. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website: <http://ita.lacity.org/ForResidents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at www.laparks.org.

REPORT OF GENERAL MANAGER

NO. 14-001

DATE January 8, 2014

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WATTLES PARK – EROSION AND DRAINAGE IMPROVEMENTS
(W.O. #E170262F) – ACCEPTANCE OF STOP NOTICE ON CONSTRUCTION
CONTRACT NO. 3353

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

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board direct staff to withhold the amount claimed in the following Stop Notice, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said amount of funds are available, and to notify contractors, sureties, and other interested parties that the amount of said claim plus 25% will be withheld.

SUMMARY:

STOP NOTICE:

The Department is in receipt of a legal notice to withhold construction funds, pursuant to California Civil Code Sections 3103 and 3181, on the following contract:

<u>Contract 3353</u>	CD 4	General Contractor:	John Zgrablich Construction, Inc.
Wattles Park – Erosion and Drainage Improvements (W.O. #E170262F)		Claimant:	Wilcox Landscaping
Project Status: Construction		Amount:	\$13,585.00
Project Impact: none			

FISCAL IMPACT STATEMENT:

Acceptance of this Stop Notice has no impact on the RAP's General Fund.

This Report was prepared by LaTonya D. Dean, Commission Executive Assistant.

REPORT OF GENERAL MANAGER

NO. 14-002

DATE: January 8, 2014

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CULVER SLAUSON RECREATION CENTER – PHASE II (YOUTH COMMUNITY CENTER) (PRJ20550) (W.O. #E1907289) PROJECT – FINAL ACCEPTANCE

R. Adams	_____	V. Israel	_____
*R. Barajas		K. Regan	_____
H. Fujita	_____	N. Williams	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the final acceptance of work under Contract No. 3361, with the Nile Advanced Construction, Inc., as outlined in the Summary of this Report;
2. Assess Nile Advanced Construction, Inc., in the amount of \$7,500.00, for liquidated damages, in accordance with the specifications for this contract;
3. Authorize the Department’s Chief Accounting Employee to withhold \$47,440.73 from retention funds for outstanding violations, as assessed by the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance (OCC);
4. Authorize the Department’s Chief Accounting Employee to release all retention funds, except what was determined to be withheld in Recommendations No. 2 and No. 3, above, and any other funds previously withheld due to accepted Stop Notices, held under Contract No. 3361 to Nile Advanced Construction, Inc., thirty-five (35) calendar days after acceptance of the work by the Board; and,
5. Authorize the Board Secretary to furnish Nile Advanced Construction, Inc., Contract No. 3361, with a letter of completion.

REPORT OF GENERAL MANAGER

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NO. 14-002

SUMMARY:

The construction contract for the Culver Slauson Recreation Center - Phase II (Youth Community Center) (PRJ20550) (W.O. #E1907289) project was awarded to Nile Advanced Construction, Inc., on October 5, 2011 (Board Report No. 11-281), in the amount of \$1,888,000.00. The project, located at 5072 South Slauson Avenue, Los Angeles, CA 90230, provided for the demolition of the existing 980 square-foot Youth Community Center building, basketball and volleyball courts; and the construction of a new 2,875 square-foot Youth Community Center building, basketball/volleyball courts, parking lot re-striping to increase parking from 13 spaces to 15 spaces, landscaping, irrigation, security lighting and basketball/volleyball court lighting. The Department of Public Works, Bureau of Engineering (BOE), Architectural Division, performed the project management, project design, and construction administration tasks, while the Construction Management Division performed the construction management task.

Construction is 100% complete. On July 29, 2013, the Department of Building & Safety issued the Certificate of Occupancy for the project. On September 3, 2013, the Department of Recreation and Parks (RAP) took beneficiary occupancy of the facility. The grand opening dedication was held on October 1, 2013.

BOE has informed RAP that this project was completed with a total of forty five (45) Change Orders being issued, for a total amount of \$277,889.00 or 14.7 % of the base contract amount. The final contract amount, including change orders, is \$2,165,889.00. The project was completed within the overall available budget.

The contractor was charged with five (5) days in excess of the authorized contract time. The liquidated damages are stipulated in the contract at \$1,500.00 per calendar day. Thus, the liquidated damages total amount is \$7,500.00, which should be deducted from the remaining retention.

RAP staff consulted with the OCC concerning the status of the labor compliance requirements and Affirmative Action requirements on the project. The OCC has informed the Project Manager that \$47,440.73 in alleged wage violations and penalties are being assessed to the contractor for alleged underpayments of prevailing wages by his subcontractor, and that therefore, \$47,440.73 in retention should be withheld and not released at this time. This amount should continue to be held in retention until such time as written notice is received by the Board that the contractor has either fully complied with such wage and penalty assessment or that such wage and penalty assessment is released by the OCC, or that all or a portion of such wage and penalty assessment shall be garnished from the final retention release payment to the contractor.

REPORT OF GENERAL MANAGER

PG. 3

NO. 14-002

Additionally, retention funds resulting from previously filed and accepted Stop Notices on August 14, 2013 (Board Report No. 13-198) (in the amount of \$65,543.19, plus an additional sum equal to 25% thereof) will continue to be withheld until release of those Stop Notices takes place.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to RAP's General Fund for the approval of this board report. However, future operations and maintenance costs have yet to be determined and a request for funding will be submitted in future annual budget requests.

This Report was prepared by Willis Yip, Project Manager, Bureau of Engineering (BOE) Architectural Division. Reviewed by Neil Drucker, Program Manager, Recreational and Cultural Facilities Program, BOE; Deborah Weintraub, Interim City Engineer, BOE; and Ramon Barajas, Superintendent, Department of Recreation and Parks.

REPORT OF GENERAL MANAGER

NO. 14-003

DATE January 8, 2014

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: Westchester Tennis Professional Concession – Award of Concession Agreement to Hai Nguyen dba The Tennis Key

R. Adams _____
R. Barajas _____
H. Fujita _____

V. Israel _____
K. Regan _____
N. Williams _____

General Manager

Approved _____

Disapproved _____

Withdrawn _____

The final Report has not yet been received by the Office of the Board of Recreation and Park Commissioners.

REPORT OF GENERAL MANAGER

NO. 14-004

DATE January 8, 2014

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF APPROPRIATIONS WITHIN FUND 302 IN THE DEPARTMENT OF RECREATION AND PARKS FOR BUDGETARY ADJUSTMENTS

R. Adams _____	K. Regan _____
H. Fujita _____	R. Barajas _____
V. Israel _____	*N. Williams <u>MW</u>



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Subject to approval by the Mayor, authorize the transfer of appropriations within Recreation and Parks Fund 302, Department 88, as follows:

FROM:	Account 1010 – Salaries, General	\$1,030,000
TO:	Account 1100 – Salaries, Hiring Hall	\$850,000
	Account 1120 – Fringe Benefits, Hiring Hall	150,000
	Account 3040 – Contractual Services	<u>30,000</u>
		\$1,030,000

2. Authorize the Chief Accounting Employee or his designee to make technical corrections as necessary to those transactions included in this Report to carry out the intent of the transfer as stated in the Summary of this Report.

SUMMARY:

Salaries, Hiring Hall (Account 1100) and Fringe Benefits, Hiring Hall (Account 1120) are in need of additional appropriations. The Department of Recreation and Parks (RAP) has had to utilize Hiring Hall staff due to shortages in craft-level personnel, brought about by retirements, transfers, hiring freezes and promotions. RAP may also use Hiring Hall staff to complete surveying tasks for project work. Additionally, the cost of Hiring Hall salaries, hourly rates, and benefits have risen and caused increased liability for the Department.

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-004

RAP also needs to pay \$30,000 to the Controller's Office from the Contractual Services account for services provided under the Accounting Assistance Program.

FISCAL IMPACT STATEMENT:

This transfer between accounts is for budgetary adjustments and has a net zero impact on the Department of Recreation and Parks' General Fund.

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

REPORT OF GENERAL MANAGER

NO. 14-005

DATE January 8, 2014

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS



General Manager

Approved _____

Disapproved _____

Withdrawn _____

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) City Attorney, to the City Council, requesting a Closed Session relative to Kim Fun Lam v. City of Los Angeles, et al. arising from an incident at Alpine Park.

Note and File.

2) City Clerk, relative to the audit of Kishi, Inc.

Note and File.

3) City Clerk, relative to funding recommendations to commit residual Proposition K Bond Funds to five eligible projects.

Note and File.

4) City Clerk, relative to request to reprogram \$1,000,000 in Proposition K Specified funds to Fiscal Year 2013-14 for the Ord and Yale Acquisition Project.

Note and File.

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-005

- 5) City Clerk, relative to a proposed concession agreement with Monterey Concessions Group, Inc. for the operation and maintenance of the Griffith Park (Wilson-Hardin) Golf Restaurant Concession. Referred to staff for further processing.
- 6) City Clerk, relative to a proposed concession agreement with Robert Haghverdian and Melina Manouki for the operation and maintenance of the Roosevelt Golf Course Cafe. Referred to staff for further processing.
- 7) City Clerk, relative to a proposed concession agreement with Rancho Golf Restaurant, Inc. for the operation and maintenance of the Rancho Park Golf Course Restaurant. Referred to staff for further processing.
- 8) City Clerk, relative to a proposed concession agreement with J.L Dining Service for the operation and maintenance of the Hansen Dam Golf Course Restaurant. Referred to staff for further processing.
- 9) City Clerk, relative to a proposed revised Los Angeles Memorial Coliseum Commission Management Agreement to update the governance structure of the Coliseum Commission. Note and File.
- 10) Three Residents, relative to Park Rangers. Referred to General Manager.
- 11) Enrique Salazar, relative to a staff member at Winnetka Recreation Center. Referred to General Manager.
- 12) Hai Nguyen, relative to the Westchester Tennis Professional Concession. Referred to General Manager.

REPORT OF GENERAL MANAGER

PG. 3

NO. 14-005

- 13) In Soo Kim, relative to safety in MacArthur Park. Referred to General Manager.
- 14) Two Residents, fifteen communications relative to the Oakwood Park Advisory Board, and other matters. Referred to General Manager.
- 15) Four Residents, relative to a proposed baseball field in Griffith Park. Referred to General Manager.
- 16) Tim Donovan, six communications to the California Department of Justice, relative to Stoner Skate Park. Note and File.
- 17) Gary Fleishman, to the General Manager relative to his son's (Z Management) proposal for the Westchester Tennis Professional Concession. Note and File.
- 18) Richard Hopp, relative to an alleged California Public Records Act request. Note and File.
- 19) Steve Messer, relative to the City's Bicycle Plan, with a response from Tom Gibson, Landscape Architect II. Referred to General Manager.
- 20) Alejandra Flores, Founder / Artistic Director, Los Angeles Theatre Academy, relative to Departmental support. Note and File.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

GENERAL MANAGER'S REPORTS:

<u>ORIGINALLY PLACED ON BOARD AGENDA</u>	<u>PLACED ON MATTERS PENDING</u>	<u>DEEMED WITHDRAWN</u>
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None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

3/11/2014 Operation and Maintenance of The Lummis House

QUALIFICATIONS TO BE RECEIVED:

1/14/2013 As-Needed General Park Building Construction
1/14/2013 As-Needed Park Facility Construction