

SPECIAL MINUTES

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

March 5, 2014

The Board of Recreation and Park Commissioners of the City of Los Angeles convened in special session at the EXPO Center at 10:47 a.m. Present were President Lynn Alvarez, Vice President Iris Zuñiga and Commissioners Kafi D. Blumenfield, Sylvia Patsaouras, and Misty M. Sanford. Also present was Deputy City Attorney Arletta Maria Brimsey.

The following Department staff was present:

Regina Adams, Executive Officer

Sophia Piña-Cortez, Superintendent, Metro Region

Vicki Israel, Assistant General Manager, Partnership and Revenue Branch

Cid Macaraeg, Senior Management Analyst II, Planning, Construction, and Maintenance Branch

Noel Williams, Chief Accounting Employee, Finance Division

GENERAL MANAGER'S REPORTS

14-063

GRIFFITH PARK – BEACHWOOD CANYON ENTRANCE IMPROVEMENTS (PRJ20807) PROJECT – APPROVAL OF PLANS; ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

14-064

GRIFFITH PARK – VERMONT CANYON ROAD RENOVATION (PRJ20808) PROJECT – ALLOCATION OF QUIMBY FEES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

The above items were described and presented to the Board by Department staff, and the Board further discussed the items in detail. Public comment was invited on the items; however, no requests for public comment were received.

It was moved by Commissioner Sanford, seconded by Vice President Zuñiga, that the General Manager's Reports be approved, and that the Resolutions recommended in the reports be thereby approved. There being no objections, the Motion was unanimously approved.

NEXT MEETING

The next scheduled meeting of the Board of Recreation and Park Commissioners was scheduled to be held on Wednesday, March 19, 2014 at 9:30 a.m., at Grace E. Simons Lodge, 1025 Elysian Park Drive, Los Angeles, CA 90012.

March 5, 2014

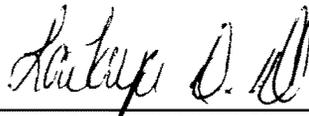
ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 10:59 a.m.

ATTEST



PRESIDENT



BOARD SECRETARY

APPROVED
MAR 19 2014

REPORT OF GENERAL MANAGER

NO. 14-065

DATE March 19, 2014

**BOARD OF RECREATION
& PARK COMMISSIONERS**

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK – RANGER STATION FITNESS AREA (PRJ20788)
PROJECT – APPROVAL OF PLANS; ALLOCATION OF QUIMBY FEES;
EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY
ACT

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

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the plans for the Griffith Park - Ranger Station Fitness Area (PRJ20788) project, substantially in the form on file in the Board Office;
2. Authorize the reallocation of \$140,000.00 in Quimby Fees, currently allocated to the Griffith Park – Swimming Pool Rehabilitation (PRJ20271) project, per Board Report No. 12-008, to the Griffith Park - Ranger Station Fitness Area (PRJ20788) project;
3. Approve the allocation of \$140,000.00 in Quimby Fees, from Griffith Park Account No. 89460K-GB for the Griffith Park - Ranger Station Fitness Area (PRJ20788) project, as described in the Summary of this Report; and,
4. Find that the actions taken by the Board herein are exempt from the California Environmental Quality Act (CEQA).

REPORT OF GENERAL MANAGER

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SUMMARY:

Griffith Park is located at 4730 Crystal Springs Drive in the Hollywood area of the City. This 4,281.73 acre park provides a variety of recreational programs and activities for the local community. Due to the size of the park, and the facilities, features, programs, and services it provides, Griffith Park meets the standards for a Community Park, as defined in the City's Public Recreation Plan.

Department staff has determined that the installation of new outdoor fitness equipment in the park is necessary and will be of benefit to park visitors and residents of the surrounding community. The scope of the proposed project includes the installation of new outdoor fitness equipment, landscaping and irrigation improvements, and parking area and walkway enhancements. The new outdoor fitness area will be installed in an open landscaped area just north of, and across the street from, the Ranger Station and adjacent to Crystal Springs Drive. This site is located in a highly visible area of the park and is immediately adjacent to a well-used walking and hiking trail.

The Board of Recreation and Park Commissioners (Board) has approved the allocation of a total of \$4,103,395.78 in Quimby Fees for the Griffith Park - Swimming Pool Rehabilitation (PRJ20271) project (Board Report Nos. 10-080, 10-296, 11-098, 12-008, 12-202, and 12-322). The scope of the approved Pool Rehabilitation project included improvements to the swimming pool and bathhouse and to the pool recirculation systems and equipment at the Plunge Pool.

Department staff has identified the Griffith Park - Ranger Station Fitness Area (PRJ20788) project as a high priority project for the community and is recommending the reallocation of a portion of the Quimby Fees currently allocated to the Griffith Park - Swimming Pool Rehabilitation (PRJ20271) project in order to provide funding for the Griffith Park - Ranger Station Fitness Area (PRJ20788) project.

Upon approval of this report, \$140,000.00 in Quimby Fees currently in the Griffith Park Account No. 89460K-GB can be reallocated to the Griffith Park - Ranger Station Fitness Area (PRJ20788) project.

The total Quimby Fees allocation for the Griffith Park - Ranger Station Fitness Area (PRJ20788) project is \$140,000.00. These Fees were collected within two (2) miles of Griffith Park, which is the standard distance for the allocation of the Quimby Fees for community recreational facilities.

REPORT OF GENERAL MANAGER

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Staff has determined that the subject project will consist of modifications to existing park facilities involving negligible or no expansion of use and placement of new accessory structures. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1,3) and Class 11(3) of the City CEQA Guidelines.

FISCAL IMPACT STATEMENT:

The approval of this allocation of Quimby Fees will have no fiscal impact on the Department as the implementation of the proposed park capital improvements will not increase the level of daily maintenance required at this facility.

The estimated costs for the design, development, and construction of the proposed park improvements are anticipated to be funded by Quimby Fees or funding sources other than the Department's General fund.

The maintenance of the proposed park improvements can be performed by current staff with no overall impact to existing maintenance services.

This report was prepared by Darryl Ford, Management Analyst II, Planning, Construction, and Maintenance Branch.

APPROVED
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REPORT OF GENERAL MANAGER

NO. 14-066

DATE March 19, 2014

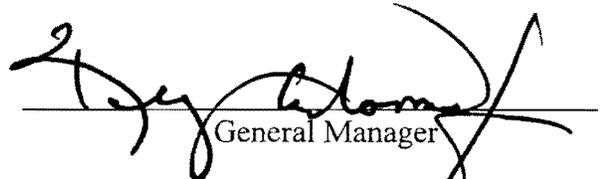
**BOARD OF RECREATION
& PARK COMMISSIONERS**

C.D. 5

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RANCHO PARK GOLF COURSE – DRIVING RANGE IMPROVEMENT PROJECT (PRJ20582) – RELEASE OF A PORTION OF RETENTION MONIES FOR CONTRACT NO. 3390 AND CHANGE ORDER NOS. 8 AND 9

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



 General Manager

Approved as amended

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department's Chief Accounting Employee to immediately release \$59,923.17, out of a total of \$119,846.34, in retention monies held under Contract No. 3390 to Judge Netting, Inc.; and,
2. Authorize the execution of Change Order Nos. 8 and 9, for the installation of a storm water retention system to comply with the City's Low Impact Development requirements and the installation of a larger vehicular access gate, in the amount of ~~\$75,000.00~~ and \$3,520.00, respectively. \$76,639.00

SUMMARY:

On July 19, 2012, the Board awarded Contract No. 3390 (Board Report No. 12-205), in the amount of \$1,014,889 (base bid and additive alternates No. 1 and 2), to Judge Netting, Inc., (Contractor), for the Rancho Park Golf Course – Driving Range Improvement (PRJ20582) project. The project, located at 10460 West Pico Boulevard, Los Angeles, California 90064, in the Cheviot Hills community, was deemed substantially complete on January 8, 2014, when the Department of Recreation and Parks (Department) took beneficial use of a portion of the driving range in order to start generating revenue while the Department is completing additional work with the on-call contracts.

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The project was constructed as a design-build project based on requirements specified by staff with input from the community. The base project scope consisted of the construction an over height driving range fence enclosure, varying in height from approximately 62 feet to 80 feet maximum comprised of steel poles spaced at 50 feet on center with nylon netting, and demolition of the existing perimeter fencing, including footings. Additive Alternate No. 1 required the installation of artificial turf surfacing (140,000 square feet) with colored target greens and hazards over crushed base material and Additive Alternate No. 2 required the installation of a new 10-inch heavy duty Polyvinyl Chloride (PVC) drainage pipe through the driving range (615 linear feet) including three new area drains. The Contractor has performed all work in a professional manner to the satisfaction of both Department staff and Public Works, Bureau of Contract Administration, which is performing quality control/assurance and contract compliance functions.

To date, the Department and Contractor have executed seven (7) change orders for the betterment of the project, for a revised contract amount of \$1,219,137.15, an increase of 20.1%, and extended the contract completion until March 10, 2014. Change Orders 1 through 6 were for additional items that were not included in the original bid scope and Change Order No. 7 was executed to extend the contract duration until the final change orders were negotiated.

Change Order No. 8, in the amount of ~~\$75,000.00~~ ^{\$ 76,639.00}, will provide for the installation of approximately eleven (11) buried storm water retention chambers for Low Impact Development (LID) requirements. Change Order No. 9, in the amount of \$3,520.00, will provide a new larger access gate from Patricia Avenue allowing the anticipated larger vehicles to maintain the fence netting and future lights. (See attached Change Order Log)

Typically, a project will have a contingency amount between 10-15% of the contract award amount and the project budget has sufficient funds allocated to cover all of the change orders.

The current policy for change orders, which is the norm for most City Departments, allows staff to authorize up to 25% in Change Orders in excess of the construction award amount or a single change order up to \$100,000 without Board approval. This policy allows staff to effectively manage a project without the required lead time for Board approval.

The release of a portion of the retention monies is in order, inasmuch as the project is substantially complete and the remaining work consists of punch list and change order work only.

The total retention monies that will be held under Contract No. 3390 for Judge Netting, Inc. is approximately \$60,000.00. These remaining funds will be adequate retention to ensure the remaining punch list work is completed.

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Staff has determined that the Mitigated Negative Declaration (ENV 2009-3847-MND) for the proposed project that was adopted in conjunction with the City Planning Variance (ZA 2009-3846(ZV)) on June 17, 2010 as specified in the Board action on July 19, 2012 (Board Report No. 12-205), will not require an additional CEQA clearance for the partial release of retained monies nor the work proposed in Change Order Nos. 8 and 9. Therefore, the Board's approval in this matter is not subject to CEQA.

Sufficient funds are available from the following fund and account.

<u>Funding Source</u>	<u>Fund/Dept/Acct No.</u>	<u>Encumbrance Amount</u>
Golf Surcharge	302/89/89321K	\$78,520.00 \$80,159.00

FISCAL IMPACT STATEMENT:

At this time, there is no fiscal impact to the Department's General Fund. Once this project is completed, operational maintenance cost will be absorbed under the Golf Operational Account.

This report was prepared by David Takata, Project Manager, Planning, Construction, and Maintenance Branch, and reviewed by James A. Ward, Golf Manager, Golf Division, , and Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch.

**RANCHO PARK GOLF COURSE - DRIVING RANGE IMPROVEMENT PROJECT (PRJ20582) -
CHANGE ORDER LOG**

Change Order Number	Description	Change Order Date	Change Order Estimate	Change Order Approved	Calendar Days
1	Owner requested additional services for the design of the driving range that were not part of the bid scope for: future lighting, fees to extend fence variance expiration, operational needs to maintain the driving range, and temp hitting net for patrons during construction.	4/16/2013		\$33,950.00	180
2	Owner requested additional artificial turf to reduce the amount of the natural grass between the tee line and artificial turf.	6/18/2013	\$77,000.00	\$81,925.00	0
3	Owner requested the services of a subcontractor to located the City Storm drain line through the driving range.	11/22/2013	\$3,757.60	\$3,757.60	7
4	Owner requested removal of concrete pads and carth paths outside of the driving range	11/27/2013	\$44,000.00	\$42,535.70	7
5	Owner requested a 4th area drain to be installed along the outside of the west driving range fence to be incorporated in the future cart path	12/6/2013	\$1,200.00	\$1,544.35	7
6	Owner requested the installation of a new maintenance area behind the driving range for operational support of the range operations	12/20/2013	\$38,400.00	\$40,536.10	30
7	Owner and contractor agreed to extend the contract duration in order to complete the closeout with the final change orders proposals were being prepared.	2/12/2014	\$0.00	\$0.00	46
8	Owner requested the installation of a storm water retention system to comply with the City Low Impact Development requirements	To be determined	\$75,000.00	\$76,639.00	To be determined
9	Owner requested the installation of a larger access gate for future maintenance vehicles to service the driving range improvements	To be determined	\$3,520.00		To be determined

APPROVED
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REPORT OF GENERAL MANAGER

NO. 14-067

DATE March 19, 2014

BOARD OF RECREATION
AND PARK COMMISSIONERS

C.D. 3

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: OLD FIRE STATION 84 POCKET PARK – TRANSFER OF JURISDICTION OF PROPERTY TO THE DEPARTMENT OF RECREATION AND PARKS FROM THE DEPARTMENT OF GENERAL SERVICES; EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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

[Signature]
General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Adopt a Resolution, substantially in the form on file in the Board Office, approving the non-financial transfer of two (2) contiguous property lots; lots 2308 and 2309, with the street address of 5340 Canoga Avenue, Los Angeles, California 91364, approximately 15,772 square feet or 0.36 acre, with the Los Angeles County Assessor Parcel Number (APN) 2167-002-900, from the jurisdiction of the City of Los Angeles Department of General Services (GSD), to the City of Los Angeles, Department of Recreation and Parks (RAP), and authorizing RAP staff, per City Charter Section 594 (a) and (b), to request the assistance of GSD to complete the transfer of jurisdiction and control, at no cost to RAP, per the adopted City Council actions under Council File No. 13-0353, and subject to review and approval of the City Attorney as to form;
2. Direct the Board Secretary to accept the transfer of jurisdiction for the property;
3. Declare that upon approval of said transfer by City Council and completion of the jurisdictional transfer, the site be set apart and dedicated as park property in perpetuity, to be known until formally named, as the "Old Fire Station 84 Pocket Park";
4. Direct staff to issue, as necessary, a Right-Of-Entry permit to develop the site, and to maintain the site if necessary; and,

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5. Direct staff to file a Notice of Exemption with the Los Angeles County Clerk within (5) days of Board approval; and,
6. Find that the actions taken by the Board of Recreation and Park Commissioners (Board) herein are exempt from the California Environmental Quality Act (CEQA).

SUMMARY:

Councilmember Dennis Zine introduced a motion that City Council request RAP to accept the transfer of jurisdiction and control, at no cost to RAP, of a City owned property parcel with the street address 5340 Canoga Avenue, Los Angeles, California 91364 (APN: 2167-002-900), to be developed and maintained as a passive pocket park. The property is owned by the City of Los Angeles and was acquired to house Fire Station 84. The property is currently under the control and jurisdiction of GSD. Said Fire Station is no longer used as a fire station. The station was left vacant when the new Fire Station 84 at 21050 Burbank Boulevard was built in 2007. The Council Office recommends that the best use of this parcel is to convert it into a community asset and be developed into a park for the community to use.

On May 30, 2013, the City Council's Information Technology and General Services Committee approved the motion under Council file No. 13-0353. On June 21, 2013, City Council under Council File No. 13-0353, has adopted the actions to transfer jurisdiction and control of parcel APN 2167-002-900 located at address 5340 Canoga Avenue, Los Angeles, California 91364. RAP staff recommends that the Board approve and accept the transfer of jurisdiction of said property and dedicate the property as park property in perpetuity, to be known as "Old Fire Station 84 Pocket Park" until the park is formally named.

Project development will include demolition of the fire station structure, site furnishings, playground equipment, irrigation, landscaping and lighting. Park development will be done by RAP. Development of property will go through the standard community outreach process.

A Phase I Environmental Site Assessment of the property dated November 9, 2011 has determined that there are no Recognized Environmental Conditions on the property. Nevertheless, at least one (1), and possibly two (2) Underground Storage Tanks (USTs), existed on the site, but formal case closure from the Los Angeles Fire Department (LAFD) was granted in 1999 for one 550-gallon diesel tank. The other UST, possibly located in the driveway, may have been abandoned in place, but could not be verified in a Phase II Site Assessment in October 2012. It was recommended that precautions will need to be taken during site development, and a contingency plan created for the possibility of encountering the second purported underground storage tank. (Otherwise, the Phase II Report concluded that the site redevelopment as a park would not be adversely affected by any known or documented condition in the soil at the site.)

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As recommended in the Phase I, a survey of lead-based paint (LBP) and asbestos containing materials (ACM) was conducted on February 3, 2014 that determined that both LBP and ACM were present in the former fire station buildings on the property. Prior to park development, abatement of the LBP and ACM hazards will be required to mitigate impacts to public health and safety in accordance to the applicable regulations.

Staff has determined that the proposed transfer of the property for park purposes is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15325(f) of the State CEQA Guidelines. A Notice of Exemption will be filed with the Los Angeles County Clerk within five (5) days of Board approval. Additional CEQA evaluation will be required for development of the project site, once a plan has been created.

FISCAL IMPACT STATEMENT:

RAP staff estimates that the maintenance cost of the new park with the building to be \$36,204.32 and without the building to be \$23,477.44. The maintenance fee for the building will be higher due to vandalism and deterioration of the building. Maintenance funds for the new parkland will be requested as part of the annual City budget process. If the funding is not granted, this facility will be included in the existing Valley Region routes resulting in reduction of core functions on existing routes.

This report was prepared by John Barraza, Management Analyst II, Real Estate and Asset Management Section.

RESOLUTION NO. _____

WHEREAS on May 30, 2013, the City Council's Information Technology and General Services Committee approved the motion under Council File No. 13-0353, instructing Department of General Services (GSD) to complete the non-financial transfer to Department of Recreation and Parks (RAP) of the parcel located at address 5340 Canoga Avenue, Los Angeles, California 91364 and identified as Los Angeles County Assessors' Parcel Number (APN): 2167-002-900; and,

WHEREAS, on June 21, 2013, City Council adopted the actions under Council File No. 13-0353 to transfer control and jurisdiction from GSD to RAP of parcel APN 2167-002-900; and,

WHEREAS, City Council, also requested that the Board of Recreation and Park Commissioners (Board) approve and accept the transfer of jurisdiction and control of the same parcel and dedicate it as park property in perpetuity; and,

WHEREAS, the property is owned by the City of Los Angeles and was acquired to house Fire Station 84; and,

WHEREAS, the Fire Station 84 is no longer used as a fire station, and the station was left vacant when the new Fire Station 84 at 21050 Burbank Boulevard, Los Angeles, California 91364 was built in 2007; and,

WHEREAS, there are no Recognized Environmental Conditions on the property from its prior use as a fire station that cannot be properly mitigated; and,

WHEREAS, the property is currently under the control and jurisdiction of GSD; and,

WHEREAS, the Council Office recommends that the best use of this parcel is to convert it into a community asset and be developed into a park for the community to use; and,

WHEREAS, the community will benefit from the development of the site into a park for public recreational use; and,

WHEREAS, the project development will include site demolition of the fire station structure, site furnishings, playground equipment, irrigation, landscaping and lighting, and will be done by the RAP staff; and,

WHEREAS, staff recommends Board approval of the transfer of the parcel identified by APN: 2167-002-900; and,

APPROVED
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DATE: March 19, 2014

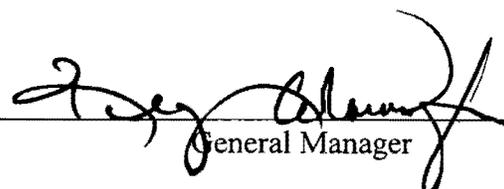
**BOARD OF RECREATION
AND PARK COMMISSIONERS**

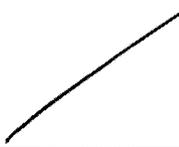
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: YOUTH BASEBALL AND GIRLS SOFTBALL – DONATION FROM MAJOR LEAGUE BASEBALL OF UNIFORMS AND EQUIPMENT

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


General Manager

Approved  Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept a donation from Major League Baseball (MLB), valued at approximately Two Hundred Five Thousand, Three Hundred Ninety Four Dollars (\$205,394.00), consisting of youth baseball and softball uniforms and equipment for 2013 and future youth baseball and softball leagues, and that appropriate recognition be given to the donor.

SUMMARY:

In the Spring of 2013, the Department of Recreation and Parks (RAP) participated in the Reviving Baseball in Inner Cities (RBI) baseball program subsidized through MLB. In total, RAP organized youth baseball and girls' softball leagues at twenty (20) recreation centers citywide, including 346 teams and 4,152 youth participants (boys and girls). MLB generously supplied uniforms for players and coach's uniforms, and various team equipment items needed to run the program.

MLB donated 4,152 sets of uniforms consisting of a hat, jersey and pants for players, and hats and jerseys for 692 coaches. The value of these uniforms is approximately One Hundred Twenty Nine Thousand, Four Hundred Seventy-Four Dollars (\$129,474.00). MLB also donated baseball and softball equipment valued at approximately Seventy-Five Thousand, Nine Hundred Twenty Dollars (\$75,920.00). Through MLB, RAP received:

- 2227 youth-sized hats, jerseys, and pants (approximate value of \$55,675.00);
- 1925 adult-sized hats, jerseys, and pants (approximate value of \$56,499.00);
- 692 adult-sized coaches hats and jerseys (approximate value of \$17,300.00);
- 100 dozen soft-centered tee balls (approximate value of \$3,500.00);

REPORT OF GENERAL MANAGER

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- 100 dozen baseballs (approximate value of \$3,500.00);
- 58 dozen softballs (approximate value of \$2,030.00);
- 526 baseball and softball bats (approximate value of \$22,881.00);
- 518 batting helmets (approximate value of \$11,914.00);
- 152 sets of catchers equipment including face mask, chest protector, and leg protectors (approximate value of \$21,280.00);
- 146 catcher's mitts (approximate value of \$9,490.00); and
- 265 scorebooks (approximate value of \$1,325.00).

In total, the approximate value of the uniforms and equipment received was \$205,394.00.

RBI is a MLB youth outreach program designed to:

- Increase participation and interest in baseball and softball among underserved youth;
- Encourage academic participation and achievement;
- Increase the number of talented athletes prepared to play in college and minor leagues;
- Promote greater inclusion of minorities into the mainstream of the game; and,
- Teach the value of teamwork.

The uniforms were proudly worn at the league games by the 4,152 boys and girls ages 5 through 15, and the 692 coaches. The uniforms are theirs to keep and wear beyond the Spring 2013 season. The equipment listed above will be retained by each participating recreation center and should be able to be used for three (3) to five (5) years in the future based on heavy use over two (2) seasons per year, however excluding the baseballs that will last up to one (1) year of heavy use.

This donation from MLB follows a previous generous donation in the Fall of 2012. Through the encouragement of MLB, RAP is currently working closely with the Los Angeles Dodgers Foundation to receive support for MLB's future RBI programs.

The Board's acceptance of this donation has been discussed with each of the Superintendents of each of the respective RAP Regions involved and each concurs with staff's recommendation.

FISCAL IMPACT STATEMENT:

This donation of uniforms and equipment valued at approximately \$205,394.00 supplements the equipment of an existing RAP program and therefore, contributes beneficially to the City. There were negligible costs associated with the distribution of the equipment.

This report was prepared by Joel Alvarez, Senior Management Analyst, and Robert De Hart, Senior Recreation Director II, Partnership Division

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DATE: March 19, 2014

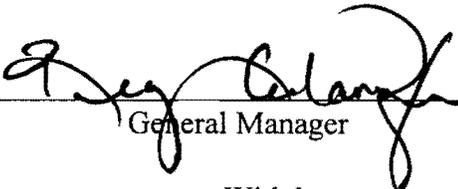
BOARD OF RECREATION
& PARK COMMISSIONERS

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LATE NIGHT HOOPS BASKETBALL PROGRAM – DONATION FROM
LOS ANGELES CLIPPERS FOUNDATION FOR SUPPORT OF THE PROGRAM

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


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Accept a donation from the Los Angeles Clippers Foundation (LACF), consisting of funding and in-kind supplies for an adult Late Night Hoops Basketball Program (Program), with an estimated value of up to Sixty Thousand Dollars (\$60,000.00), to benefit adults ages 18-25, and that appropriate recognition be given to the donor; and,
2. Direct the Department of Recreation and Parks (RAP) Chief Accounting Employee to deposit in Fund 302, Department 89, Account 89703H, and sub-account LA, all funds received from the LACF for the Program and to pay for related expenses from said sub-account.

SUMMARY:

LACF has generously offered to provide RAP with a donation valued up to Sixty Thousand Dollars (\$60,000.00) for support of the Program. The subject donation consist of uniforms, awards, banquet, shoes, a Health and Job Fair, and other Program related activities with of an estimated value of Thirty Thousand Dollars (\$30,000.00). Cash up to the amount of Thirty Thousand Dollars (\$30,000.00) will be provided to RAP to pay for staff, security, officials, scorekeepers, equipment and other Program related expenses.

Late Night Hoops is a late evening basketball league providing positive alternatives for young adults by allowing them to run the courts instead of running the streets. The Program promotes non-violence and unity, health and fitness, educational opportunities, employment referral and organized

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recreation and cultural activities.

Over the last twenty (20) years, LACF has joined with RAP to work with inner city youth, adults and families to promote the game of basketball, sportsmanship, and athletics in general as an alternative to negative influences. Since 1990, this collaboration has resulted in programs such as "Neighborhood Pride", "Pride Jam", "Citywide Basketball Finals", "NBA 2Ball", "Junior Clippers" and "Late Night Hoops".

The Late Night Hoops Basketball Program starts in mid-March and will conclude late-June with Championship Game Day Activities that include a championship game, Health and Job Fair, all-star game and three point shooting contest. Rancho Cienega Recreation Center will serve as a host site, along with over one hundred sixty (160) adults from Algin Sutton, Echo Park, EXPO, Green Meadows, Jackie Tatum/Harvard, Jim Gilliam, Mount Carmel, Normandie, Rancho Cienega, Ross Snyder, Saint Andrews and Slauson.

Los Angeles Clippers Foundation has provided similar funding for the last two (2) years. The Program has been a huge success and continues to thrive each year.

Staff discussed the Program with the Assistant General Manager of the Operations Branch and the Superintendents of the Pacific and Metro Regions, and each supports the program and concurs with staff's recommendations.

FISCAL IMPACT STATEMENT:

Acceptance of this donation results in no fiscal impact to RAP's General Fund as LACF is paying for staff and security and providing in-kind Program-related expenses.

This report was prepared by Vicki Israel, Assistant General Manager, Partnership and Revenue Branch.

APPROVED
MAR 19 2014

REPORT OF GENERAL MANAGER

NO. 14-070

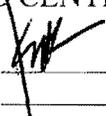
DATE March 19, 2014

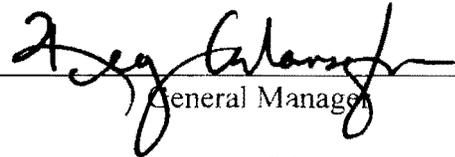
BOARD OF RECREATION
AND PARK COMMISSIONERS

C.D. 9

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: EXPO CENTER – MEMORANDUM OF UNDERSTANDING WITH THE FRIENDS OF EXPO CENTER

R. Adams	_____	*K. Regan	
H. Fujita	_____	M. Shull	_____
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) and the Friends of EXPO Center (Friends), to establish roles, responsibilities and relationships between RAP and the Friends, subject to the approval of the Mayor and of the City Attorney as to form;
2. Direct the Board Secretary to transmit the proposed MOU to the Mayor for approval in accordance with Executive Directive 3. and concurrently, to the City Attorney for review and approval as to form; and,
3. Authorize the Board President and Secretary to execute the MOU, subsequent to receipt of the necessary approvals.

SUMMARY:

In the latter part of 1998, the Exposition Park Intergenerational Community Center, Inc. (EPICC), a non-profit corporation, was formed to create and implement a project to add recreational and community services for the residents of Los Angeles residing in the neighborhoods surrounding Exposition Park. Under the leadership of the Weingart Foundation, the initial visionary for the project, four (4) other private foundations joined together to form a public-private partnership with

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-070

the City of Los Angeles, through the Department of Recreation and Parks, to develop and build a new community center at Exposition Park, now known as EXPO Center.

On January 5, 2000, the EPICC Board was given authority through Board Report No. 00-29 to manage the design, renovation, and construction of the project on property owned by the City. The project budget was approximately \$28 million and consisted of \$17 million from the private sector (EPICC) and \$11 million from the public sector (City). The EPICC Board completed the project in October 2004 and turned the EXPO Center over to RAP to manage and operate per the March 23, 2000 Renovation, Rehabilitation and Construction Agreement between the EPICC Board and RAP. The agreement also states that the EPICC Board would dissolve its operations upon completion of the project. The City owns and operates the EXPO Center and operates the Soboroff Sports Field. The Friends of EXPO Center, established on August 5, 1998 (a non-profit organization) is the successor of EPICC. EPICC served as a support and advisory body to the EXPO Center.

The Friends of EXPO Center (Friends) was established in 2006 and is a 28-member Board of Directors comprised of high-level professionals from multinational corporations, public sector agencies, and local businesses, foundations, and non-profit organizations. Friends' initial efforts to generate financial support to build EXPO Center garnered \$30 million from well-established public and private sector sources. Since EXPO's opening in 2004, Friends has raised more than \$10 million for capital improvements and recreational programming.

A key provision of the MOU:

- Staff recommends exempting the Friends from cost recovery for shared office space due to their annual fundraising support which exceeds \$700,000.00.
- General Manager or designee will make its best effort to identify office space for Friends or Friends staff at EXPO at no cost to Friends.

FISCAL IMPACT STATEMENT:

This MOU will not have a fiscal impact on the Department's General Fund. There is no cost to the Department for its implementation, and it does not provide for any specific transfer of funds. By defining roles, responsibilities and relationships between the City and Friends, however, the MOU provides the foundation for continued support of EXPO Center by Friends. The relationship with Friends almost certainly will afford additional fundraising opportunities, which will enable EXPO Center to continue and/or expand services without bearing the full cost of those services. For example, without the funds contributed by Friends, enrollment in the Afterschool Enrichment Program would be substantially lower than the current enrollment.

This report was prepared by Belinda Jackson, Executive Director, EXPO Center.

APPROVED

REPORT OF GENERAL MANAGER

MAR 19 2014

NO. 14-071

DATE March 19, 2014

BOARD OF RECREATION
& PARK COMMISSIONERS

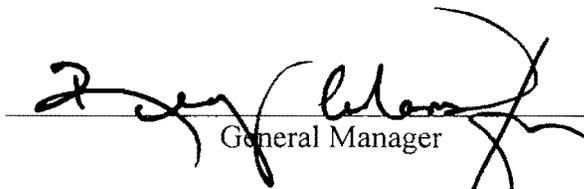
C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CALIFORNIA DEPARTMENT OF EDUCATION – SUMMER FOOD SERVICE PROGRAM 2013-2014 – AUTHORIZATION TO SUBMIT GRANT APPLICATION FOR SUMMER LUNCH PROGRAM; ACCEPTANCE OF GRANT FUNDS

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

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the submission of a Summer Food Service Program 2013-2014 (SFSP) grant application to the California Department of Education (CDE) for the Department of Recreation and Parks (RAP) Summer Lunch Program in the approximate amount of \$800,000.00, subject to Mayor and City Council consideration;
2. Direct staff to transmit a copy of the grant application to the Mayor, Office of the City Administrative Officer (CAO), Office of the Chief Legislative Analyst (CLA), and to the City Clerk for committee and City Council approval before accepting and receiving the grant award, pursuant to Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize RAP's General Manager to accept and receive the SFSP grant award, if awarded, in the approximate amount of \$800,000.00 from the CDE for RAP's Summer Lunch Program, subject to the approval of the Mayor and City Council;
4. Designate RAP's General Manager, Executive Officer, or Assistant General Manager, as the agent to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests and so on, which may be necessary for the completion of the project(s); and,

REPORT OF GENERAL MANAGER

PG. 2 NO. 14-071

5. Authorize RAP's Chief Accounting Employee to establish the necessary account within "Recreation and Parks Grant" Fund 205 to accept the SFSP grant, if awarded, in the approximate amount of \$800,000.00 for RAP's Summer Lunch Program.

SUMMARY:

The Summer Food Service Program (SFSP) is a federally funded program administered by the California Department of Education (CDE) that reimburses agencies for providing nutritious meals to children 18 years of age and younger. The Department of Recreation and Parks (RAP) submits an annual application to the CDE for its Summer Lunch Program. The application for the program is due by April 9, 2014.

RAP has participated in the SFSP since 1975. The program offers free lunches at over one hundred (100) parks during the summer months when Los Angeles Unified School District (LAUSD) schools are not in session. All sites are "drop-in" sites where meals are available to all children in the area. Children do not need to apply, meet eligibility requirements, sign up, or sign in. The lunches are nutritious and well-balanced meals that must meet Federal meal pattern requirements.

The SFSP currently reimburses RAP at a rate of \$3.4875 per lunch, which is calculated based on the number of "first" meals (meals served that do not include leftovers or second servings to the same children) with an allowance for second servings to be claimed. For summer 2013, RAP served 198,868 lunches and was reimbursed \$678,637.05.

FISCAL IMPACT STATEMENT:

There is no anticipated impact to RAP's General Fund.

Prepared by Bertha Calderon, Management Analyst, Metro Region.

APPROVED
MAR 19 2014

REPORT OF GENERAL MANAGER

NO. 14-072

DATE: March 19, 2014

**BOARD OF RECREATION
& PARK COMMISSIONERS**

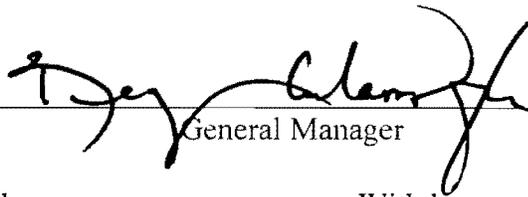
C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PACIFIC REGION – DONATION TO 109TH STREET RECREATION CENTER

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

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept a donation from Hope's Nest and that appropriate recognition be given to this donor.

SUMMARY:

Hope's Nest, a California 501(c)(3) non-profit organization, provided 109th Street Recreation Center with a donation in the amount of \$6,000.00 for the 2013 Holiday Give-a-way Program and for the Teen Program. Over 700 gifts that included toys, backpacks, and toiletries were purchased for youth participants in programs at 109th Street Recreation Center.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditures.

Report prepared by Louise Maes, Clerk Typist, Pacific Region

APPROVED
MAR 19 2014

REPORT OF GENERAL MANAGER

NO. 14-073

DATE: March 19, 2014

BOARD OF RECREATION
1 PARK COMMISSIONERS

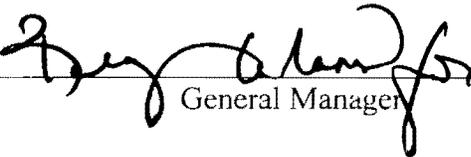
C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – PACIFIC REGION

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

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accepts the following donations, as noted in the Summary of this Report, and that appropriate recognition be given to the donors.

SUMMARY:

Operations Branch – Pacific Region, has received the following donations:

Angels Gate Park

Nick Misagal, an Eagle Scout, re-landscaped the northwest slope at the 36th and Gaffey Street entrance to Angels Gate Park with native, drought tolerant plants. This work also included the donation of one (1) Torrey Pine tree and repairing the park’s directional sign. The total estimated value of this donation is \$900.00.

Cabrillo Beach Bathhouse

Ray Olsen donated \$50.00 to be used for snacks for the afterschool club.

Cabrillo Marine Aquarium

Bolsa Chica Land Trust donated \$100.00 to assist with educational programs.

Harbor City Recreation Center

Harbor Lites Senior Citizens Club donated \$100.00 for holiday gifts for the Teen Club.

Fred Roberts Recreation Center

Hope in Youth donated \$50.00 for cookies for the 2013 Christmas Program.

REPORT OF GENERAL MANAGER

PG. 2 NO. 14-073

Rosecrans Recreation Center

Harbor Gateway North Neighborhood Council donated various items valued at \$1,000.00 for the Halloween Program. This included prizes, hay bales and goody/candy bags.

Vineyard Recreation Center, Westside Neighborhood Park, and Benny Potter West Adams Memorial Park

Cedars Sinai Medical Center (CSMC) donated services and goods valued at \$8,700.00 for the Exercise in the Park Program. Exercise in the Park Program took place from June 10, 2013 to August 2, 2013. This donation included hours worked by the medical center staff, exercise equipment, t-shirts, and give-a-ways for the participants.

Watts Senior Center

Ron Green donated thirty-five (35) \$10.00 gift cards for a total value of \$350.00 for the Thanksgiving Program.

St. Lawrence Catholic Church donated twenty (20) turkeys, with an estimated total value of \$200.00, for the Thanksgiving Program.

William Nickerson Recreation Center

Mario Hull donated a new Canon Image Runner copier, model C3220, with an estimated value of \$5,000.00.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings, as the donations may offset some expenditures.

Report prepared by Louise Maes, Clerk Typist, Pacific Region

APPROVED
MAR 19 2014

REPORT OF GENERAL MANAGER

NO. 14-074

DATE: March 19, 2014

BOARD OF RECREATION
1 PARK COMMISSIONERS

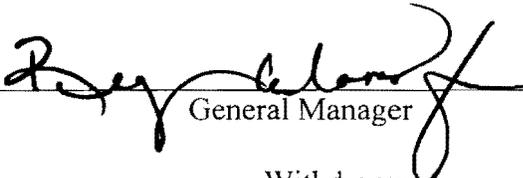
C.D. Various

BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH - METRO REGION

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

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations as noted in the Summary of this Report, and that appropriate recognition is given to the donors.

SUMMARY:

Operations Branch – Metro Region, has received the following donations:

Downey Recreation Center

Young Nak Church donated \$1,500.00 for park programs.

Pan Pacific Recreation Center

Optimist, Inc., donated twenty-four (24) Nike basketballs for the Youth Basketball League. The total estimated value of this donation is \$400.00.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department’s General Fund, except for unknown savings, as the donations may offset some expenditures. All cash donations will be deposited into various Municipal Recreation Program (MRP) accounts for program-related expenses.

Report prepared by Marcus Chinelo, Clerk Typist, Metro Region Administration

REPORT OF GENERAL MANAGER

DATE March 19, 2014

APPROVED
MAR 19 2014
BOARD OF RECREATION
& PARK COMMISSIONERS

NO. 14-075

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – GOLF DIVISION

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

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board accept the following donations to the Department's various junior golf programs and that appropriate recognition be given to the donor.

SUMMARY:

- A. The following donations were made to the Tregnan Golf Academy to support the Department's Junior Golf Program:
 - a. E.W. Lee donated a set of woods and irons, a golf cart, a golf bag and fifty (50) golf balls (estimated total cash value \$250.00);
 - b. David McLean donated sets of irons, putters, woods and golf bags (estimated total cash value \$200.00);
 - c. Eric Schenkelberg donated various irons, woods, putters, golf bags, a cart and an umbrella (estimated total cash value \$700.00);
 - d. Michael Panikowski donated clubs, woods, a putter and a golf bag (estimated total cash value \$100.00);
 - e. Lakeside Golf Shop donated twelve thousand (12,000) used range balls (estimated total cash value \$600.00);
 - f. Steven Sauer donated sets of irons and woods, golf bags, shoes and balls (estimated total cash value \$7,500.00);
 - g. Rochelle Edwards donated putters, woods and irons (estimated total cash value \$175.00); and
 - h. Lynne T. Jewell donated eighty (80) golf balls (estimated total cash value \$10.00).

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-075

- B. Take 2 Media donated Cliff Crunch Bars to support the Department's Summer Junior Golf Program at the Griffith, Sepulveda, Rancho Park, and Hansen Dam golf courses and the Tregnan Golf Academy (estimated total cash value \$450.00).

FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, except unknown savings as donations may offset some expenditures.

Report prepared by James N. Ward, Golf Manager, Golf Division.

APPROVED
MAR 19 2014

REPORT OF GENERAL MANAGER

NO. 14-076

DATE March 19, 2014

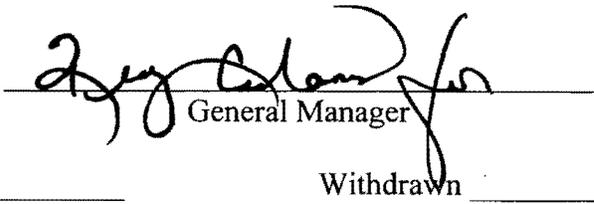
BOARD OF RECREATION
& PARK COMMISSIONERS

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VARIOUS COMMUNICATIONS

Approved _____ Disapproved _____ Withdrawn _____


General Manager

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

From:

1) Mayor, relative to a proposed agreement with Pageantry Props and Decor, Inc., for Professional Services for events at Pershing Square.

2) Mayor, transmitting Executive Directive No. 3 relative to Open Data.

3) Mayor, relative to an agreement with Royal Polaris Sportfishing, Inc. for the Cabrillo Marine Aquarium's Whale Watching and Ecological Tour.

4) City Attorney, to the Claims Board, relative to Bin Lin Huang v. City of Los Angeles, et al., concerning an incident in Alpine Park.

5) City Clerk, relative to the California Energy Commission's electric vehicle grant.

Recommendation:

Referred to staff for further processing.

Referred to General Manager.

Referred to General Manager.

Note and File.

Referred to General Manager.

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-076

- | | |
|---|------------------------------|
| 6) City Clerk, relative to a policy for the purchase, installation and maintenance of electric vehicle charging stations. | Referred to General Manager. |
| 7) City Clerk, relative to exemption of one Principal Project Coordinator position for the Department of Recreation and Parks. | Referred to General Manager. |
| 8) City Clerk, relative to assigning to Community Conservation Solutions the right to apply for Proposition A Cities Excess Funds for the Los Angeles Greenway Project. | Referred to General Manager. |
| 9) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending January 31, and February 7, 2014. | Note and File. |
| 10) Fifty-three communications, relative to a proposed baseball field in Crystal Springs picnic area in Griffith Park. | Referred to General Manager. |
| 11) Two residents, nineteen communications relative to the various issues concerning the Venice area. | Note and File. |
| 12) Tim Donovan, thirteen communications to various government officials, relative to Stoner Skate Park. | Note and File. |
| 13) Eighteen residents, relative to Beachwood and Hollywood sign. | Referred to General Manager. |
| 14) John Willerton, relative to water conservation done by the Department. | Referred to General Manager. |

REPORT OF GENERAL MANAGER

PG. 3

NO. 14-076

15) Douglas Gallop, to Liebert Welch, Aquatic Facility Manager II, relative to the temperature of the John C. Argue Swim Stadium.

Referred to General Manager.

16) MP, to the Mayor and each City Councilmember, relative to a proposed International Women's Day event.

Note and File.

17) Victor June Ayala, to Jennifer Rockwell, Sr. Recreation Director I, relative to El Sereno North Park (Guardia Park).

Note and File.

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

REPORT OF GENERAL MANAGER

NO. 14-077

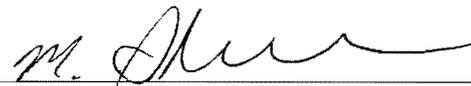
DATE: March 19, 2014

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SOUTHEAST VALLEY ROLLER AND SKATEBOARD RINK – PHASE I (SKATEBOARD RINK/SKATEPARK) REBID (W.O. #E170125F) PROJECT - SUBCONTRACTOR SUBSTITUTION PROTEST HEARING RELATIVE TO CMV ELECTRIC, INC.

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Hold a substitution hearing, pursuant to Los Angeles Administrative Code Section 10.14.3, inasmuch as a letter of objection was received; and,

2. Approve the request for a substitution.

SUMMARY:

The Department is in receipt of a request (Attachment 1) from California Landscape & Design, Inc. dba California Skateparks (California Skateparks), prime contractor for the Southeast Valley Roller & Skateboard Rink - Phase I (Skateboard Rink/Skatepark) Rebid (W.O. #E170125F) project to substitute the subcontractor CMV Electric, Inc. with Vargas Electric. CMV Electric, Inc. was bid-listed for electrical and lighting work for this project. The substitution request is being made because it is alleged that CMV Electric, Inc. was unresponsive to California Skatepark's "Letter of Intent to Award" (Attachment 2).

Pursuant to Section 10.14.3 of the Los Angeles Administrative Code, CMV Electric, Inc. has been notified of the substitution request (Attachment 3). CMV Electric, Inc. objects to the proposed substitution because they were not given a contract by California Skateparks.

Approved
 MAR 19 2014
 Disapproved
 MAR 19 2014

REPORT OF GENERAL MANAGER

PG. 2

NO. 14-077

CMV Electric, Inc. claims that California Skateparks failed to offer them a contract. The Department received a timely written objection to the substitution request (Attachment 4) via certified mail on October 30, 2013. Pursuant to Section 10.14.3, "the determination of the awarding authority shall be final."

In its objection letter dated November 22, 2013 (Attachment 5), CMV Electric, Inc. maintains that California Skateparks failed to give CMV Electric, Inc. a contract, and CMV Electric, Inc. made numerous inquiries to California Skateparks concerning a contract for the Southeast Valley Roller & Skateboard Rink project with no resolve. The subcontractor contests this substitution.

FISCAL IMPACT STATEMENT:

There is no anticipated fiscal impact to the Department's budget.

This report was prepared by Cathie Santo Domingo, Superintendent, Department of Recreation and Parks, Planning, Construction and Maintenance Branch.



October 1, 2013

Attn: Bureau of Contract Administration

On behalf of California Skateparks, I would like to respectfully request a subcontractor substitution.

CMV Electric Inc., is the originally contracted subcontractor for the Electrical and Lighting scope of work. California Skateparks Inc. (CSP) has made multiple attempts over the last months to contact CMV Electric Inc., but has been unsuccessful in receiving a response even after a "Letter of Intent to Award" was issued on August 9, 2013.

We ask that CMV Electric Inc., be substituted for Vargas Electric due to the above mentioned reason.

Thank you for your time and I welcome any questions or concerns you may have.

Thank you,

A handwritten signature in black ink, appearing to be 'Barbara Perez', written over a circular stamp or seal.

Barbara Perez



Letter of Intent to Award Work

Date: August 9, 2013

Owner: City of Los Angeles
Developer: California Skateparks
Site Information: SE Valley Skatepark
12511 Sheldon St
Sun Valley, CA
Start Date: TBD
Project Completion Date: December 2013
County: Los Angeles

To whom this may concern,

This letter is to affirm, California Skateparks intent to award CMV. The scope of work quoted on 4/1/2013. CMV commits to provide a detailed breakdown of the quoted amount. See attached quote for additional information.

Best Regards,

Robert Luna

CITY OF LOS ANGELES
CALIFORNIA



ERIC GARCETTI
MAYOR

JOHN L. REAMER, JR.
Inspector of Public Works
and
Director
BUREAU OF
CONTRACT ADMINISTRATION
1149 S. BROADWAY, SUITE 300
LOS ANGELES, CA 90015
(213) 847-1922

<http://bce.aacply.org>

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COMMISSIONER

ARLEEN P. TAYLOR
EXECUTIVE OFFICER

CERTIFIED MAIL

October 23, 2013

CMV Electric, Inc.
Attention: Bo Fuentes
1638 Huntington Drive
Upland, CA 91786-4228

Dear Mr. Fuentes:

SOUTHEAST VALLEY ROLLER & SKATEBOARD RINK - PHASE I W.O. E170125F

In a letter received by this office on October 7, 2013, California Skateparks Landscape & Design, Inc. dba California Skateparks (California Skateparks), the prime contractor on the above referenced project, requested approval to substitute your company as the lighting and electrical subcontractor for this project. According to California Skateparks your company has been non-responsive to their attempts to contact you and this substitution is necessary to prevent further delays.

You have five (5) working days to file a written objection to this substitution with this office. If no such objection is filed, the substitution will be recommended for approval to the Board of Public Works.

If you have any questions please contact Mr. Marc Wright at (213) 847-2408.

Sincerely,

JOHN L. REAMER, JR.
Inspector of Public Works
By

WALTER BRADLEY, Assistant Director
Bureau of Contract Administration

Parks, MS 625/15

LOYMENT OPPORTUNITY EMPLOYER



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Total Postage & Fees \$	
Sent to CMV Electric Inc.	
ATTN: BO FUENTES	
Street, Apt. No. or PO Box No. 1638 Huntington Dr.	
City, State, ZIP+4 Upland CA 91786-4228	
PS Form 3820, August 2009 See Reverse for Instructions	



CMV Electric, Inc.

1638 Huntington Dr. Unit A

Upland, California 91786

Phone (909) 931-5700 Fax (909) 931-5701

October 28, 2013

**Subject: Southeast Valley Roller & Skateboard Rink-Phase I W.O E170125F
: Response to Correspondence Received Via Mail 10-25-2013**

To: John L. Reamer

CMV Electric Inc. objects to California Landscape and Design request to substitute CMV Electric Inc. with another Electrical Subcontractor due to being non-response. CMV Electric Inc. has made numerous inquiries to their upland office concerning the above stated project with no resolve. As of the above stated date CMV Electric Inc. has not received a contract validating CMV Electric Inc. is the listed Sub-contractor on the project.

CMV Electric Inc. is willing to complete the scope of this work once a subcontract is signed by both parties. Please be advised additional cost may be assessed due to the delay on quoted materials. Please advise for time is of the essence.

Sincerely,

A handwritten signature in black ink, appearing to read 'Carlos Villegas', is written over a light blue horizontal line.

Carlos Villegas
President, CMV Electric Inc.

CMV ELECTRIC INC.

1638 Huntington Drive
Upland California 91786
Office 909-931-5700
Fax 909-931-5701

Date: 11-22-2013

Project: Southeast Valley Roller & Skateboard Rink -Phase I

RE: SE Valley Roller & Skateboard Rink-Phase I W.O.E170125F
: Response to Correspondence Received Via Email

Subject: Objection to Sub Contractor Substitution

To: Arturo Gomez (Subcontractor Approval Group)

CMV Electric Inc. has been in the public works industry for over 20 years completing projects throughout Southern California. Our company has all always strived to establish a strong foundation built through integrity and good workman ship.

CMV Electric Inc. has been a subcontractor to California Skate Park numerous times throughout the years and has completed every project without dispute. This is the first occasion we have ever experienced a request to be substituted.

CMV Electric Inc. during this last year has provided several quotations to California Skate Park and was told we were listed. We made numerous attempts to contact them but to no resolve. After several months had passed we were contacted by Robert Luna (CSP) and told we are the listed subcontractor on the

SE Valley Skate Park – Sun Valley CA; he further stated a contract would be forth coming but nothing was ever received.

Sometime passed; in March CMV Electric Inc. was contacted by Robert Luna (CSP) and informed again we are the listed subcontractor. He explained he did not contact us because they are working out details with the Owner. CMV made him aware additional cost could be assessed because the material and labor cost have increased. He requested we review our original quotation and re-submit with current pricing.

CMV provided a new cost to CSP and asked if they could send us a letter of intent in order to request submittals from our vendors. CMV made a request to CSP for additional information concerning the poles and other materials. My vendor (Walters Whole Sale Electric) needed more information before submittals could be made. CSP did not respond to our request and the submittals could not be made; this delayed the process.

Again, sometime passed, CMV was contacted August 1st via email to provide a schedule of values (break down) for payment purposes. Due to their lack of communication, CMV at this point requested CSP to send us a contract for our review before moving forward. Robert Luna (CSP) stated it would be coming soon.

On August 16th CMV Electric Inc. was contacted and given a schedule on when to start. CMV Electric Inc. contacted Robert Luna (CSP) via telephone and email informing him a contract still has not been received; no response was given. CMV has already absorbed administrative cost and was not prepared to move forward without an executed contract.

On October 25, 2013 CMV Electric Inc. received correspondence from the City of Los Angeles stating CSP is requesting to have CMV Electric Inc. substituted with another electrical subcontractor in order not to delay the project any further. In response, CMV sent a letter of objection to John L. Reamer, JR (Inspector of Public Works) on October 28, 2013.

On November 05, we were contacted via email and telephone by Robert Luna (CSP) to provide a revised quotation for the installation of the poles only. Robert further stated all the work associated with our scope of work was completed by another contractor except for the standing of the poles. CMV requested to know who the Electrical contractor was that completed our work because we need to know if it is reputable contractor or we will be unable to warranty the work and materials; CSP did not respond.

CMV Electric Inc. after further research found CSP completed all the underground conduit installation themselves; they do not currently have a C10 license. It was also learned they have completed approximately 85% of all our contract item work without our knowledge. CMV Electric Inc. advised CSP this is an illegal substitution, California Public Contract Code Section 4107 and will contact the Owner (City of Los Angeles, John L. Reamer, JR- Inspector of public works).

Sincerely,

A handwritten signature in cursive script that reads "Carlos Villegas".

Carlos Villegas
President and Owner