

**APPROVED**  
**OCT 15 2014**

REPORT OF GENERAL MANAGER

NO. 14-268

DATE October 15, 2014

**BOARD OF RECREATION  
& PARK COMMISSIONERS**

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CYPRESS PARK COMMUNITY CENTER – YOUTH RECREATION SPACE (PRJ20567)(W.O. #E170103F) PROJECT – SUPPLEMENTAL AGREEMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, DEPARTMENT OF PUBLIC WORKS, THE BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES

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

*as amended  
see attached*

\_\_\_\_\_  
General Manager

\_\_\_\_\_  
Withdrawn

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Supplemental Agreement to the Memorandum of Understanding (SMOU), 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 Department of General Services (GSD), Construction Forces. To extend the term of the agreement, for the construction of the Cypress Park Community Center – Youth Recreation Space (PRJ20567)(W.O. #E170103F) project by an additional twelve (12) months and increase the total construction funding by \$625,903.00, to a not-to-exceed amount of \$1,325,903.00, subject to the review and approval of the City Attorney as to form;
2. Authorize the Department’s Chief Accounting Employee, subject to Mayor and City Council approval, to request the City Administrative Officer (CAO) to include in the CAO report to the City Council that a transfer of the following additional appropriation, in the amount of \$625,903.00, be approved for the construction of the Cypress Park Community Center – Youth Recreation Space (PRJ20567)(W.O. #E170103F) project.

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From:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCT NO.</u>	<u>APPROPRIATION AMOUNT</u>
Sites and Facilities Capital Improvement Expenditure Program (CIEP) Funds	TBD	\$246,207.00
Community Development Block Grant (CDBG 39 <sup>th</sup> PY) Funds	TBD	\$59,696.00
Community Development Block Grant (CDBG 40 <sup>th</sup> PY) Funds	TBD	<u>\$120,000.00</u>
Total:		<u>\$200,000.00</u>
		\$605,903.00

To:

Through GSD Account E140 and from there to the appropriate GSD accounts in Fund 100, Department 40, as follows:

001101 – Hiring Hall construction	\$151,476.00
001121 – Hiring Hall Fringe Benefits	\$ 90,885.00
003180 – Construction Materials and Supplies	<u>\$363,542.00</u>
Total:	<u>\$605,903.00</u>

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 SMOU to the City Attorney for expedited review and approval as to form; and,
4. Authorize the General Manager to execute the SMOU prior to October 25, 2014, subsequent to the approval of the City Attorney as to form.

SUMMARY:

On May 16, 2012, the Board approved the MOU for the Cypress Park Community Center – Youth Recreation Space (PRJ20567)(W.O. #E170103F) project (Board Report No.12-142). The term of the MOU was for twenty-four (24) months and funds in the amount of \$700,000.00, were obligated by way of the executed MOU. At the time of the expiration of the MOU, GSD had completed the majority of construction tasks and had exhausted \$700,000.00 of the authorized funds. Additional funds have been made available from CDBG, CIEP, and Sites and Facilities to complete the remaining scope.

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The project is a Proposition K 7<sup>th</sup> Cycle Competitive project located at 3320 Pepper Avenue, Los Angeles, California 90065, within Council District 1. The Proposition K line item scope of work is to “construct youth recreation space as part of a new community center at former library facility.”

The project converts the old Cypress Park Branch Library into a community center, including renovation of the old building for youth activities. The detailed scope of work entails facility upgrades for code compliance including disabled access, structural, electrical, mechanical, and fire protection/life safety upgrades. The project also includes improvements to the landscape and irrigation.

The building, which is on the National Register of Historic Places, is a one-story colonial revival style designed in an L-plan, with a total of 2800 internal square feet, and with a high-pitched gable roof built in 1926. The building served as a public library for over seventy (70) years until the community’s needs exceeded the building’s capacity. A new Cypress Park Branch Library was opened in January 2003, rendering the old building obsolete for its original purpose. The former library has been vacant and boarded up since May 2008. In November 2008, the City of Los Angeles’ Board of Library Commissioners approved the transfer of the property to RAP. On January 16, 2009, the Los Angeles City Council also approved the transfer of jurisdiction of the former library building to RAP (Council File No. 08-2730).

GSD has completed the following:

- ADA compliant restrooms and access to the facility (ramp, automatic electric door, hardware).
- Repaired leaking roof.
- Replaced the existing deteriorated windows and doors with new energy efficient windows and French doors with security and historic features.
- Installed two (2) new partitions with French doors to repurposing the library space into youth recreation space.
- The lead containing paint exterior and interior was encapsulated.
- The sagging floor was leveled and the foundation repaired.
- New electrical panel to support the new HVAC and computer room was installed.
- Cut opening to hoist HVAC units into an attic.
- Cleared the site and removed overgrown trees that threaten the structure.
- Repaired staff restroom and kitchen.
- Repaired interior lighting.

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GSD notified BOE that additional funding would be needed to complete the project due to unanticipated site conditions. As this is an old historic building, there was extensive hazardous material in the building, including lead based paint, asbestos, and floor tile and mastic which had to be abated. In addition, the fact that the building was boarded up for several years, plumbing required more extensive repair and restoration than originally anticipated to bring the building into compliance with current building codes. BOE is projecting that additional funds in the amount of \$605,903.00 will be sufficient to complete the remaining scope and return the building to service as a "Community Center." The remaining scope is as follows:

- HVAC units.
- Power for computer room.
- Restore wood floor.
- Paint interior and exterior.
- Landscaping and irrigation.
- Restore reception desk.

BOE's total construction cost estimate for the remaining project scope is \$605,903.00 including contingency. Upon approval of this Report, the total anticipated not-to-exceed construction amount will be \$1,305,903.00.

Upon approval of the Board, Mayor and the City Council, a total of \$605,903.00 from Capital Improvement Expenditure Program (CIEP), Sites and Facilities, and Community Development Block Grant (CDBG) funds will be requested for appropriation to GSD.

GSD has agreed to continue to work as the MOU and funds are being arranged. This will save the expenses for demobilization, remobilization and security during the closure. Completion of construction is estimated to take an additional one hundred twenty (120) calendar days for this added project scope.

The project to be executed under the proposed SMOU has been previously determined to be categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 1(1), Class 4(3) and Class 31 of the City CEQA Guidelines. A Notice of Exemption (NOE) was filed with the Los Angeles County Clerk on June 10, 2010. The project scope and environmental setting have not changed substantially; therefore, the NOE is still valid and no additional CEQA documentation is required for the Board's approval of the MOU.

Council District 1 and the Metro Region staff support the recommendations as set forth in this report.

EXCERPT FROM THE MINUTES OF THE SPECIAL MEETING  
BOARD OF RECREATION AND PARK COMMISSIONERS  
October 15, 2014

14-268

CYPRESS PARK COMMUNITY CENTER – YOUTH RECREATION SPACE (PRJ20567) (W.O. #E170103F) PROJECT – SUPPLEMENTAL AGREEMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, DEPARTMENT OF PUBLIC WORKS, THE BUREAU OF ENGINEERING AND THE DEPARTMENT OF GENERAL SERVICES, CONSTRUCTION FORCES

Cathie Santo Domingo, Superintendent, amended the total “APPROPRIATION AMOUNT” located on page 2 of the report from \$605,903.00 to \$625,903.00.

She also amended the report to correct the transfer amounts for each of the appropriate GSD accounts in Fund 100, Department 40, located on page 2 of the report as follows:

001101 – Hiring Hall construction	\$151,476.00 - \$156,475.00
001121 – Hiring Hall Fringe Benefits	\$ 90,885.00 - \$ 95,086.00
003180 – Construction Materials and Supplies	<u>\$363,542.00 - \$374,342.00</u>
	<u>\$605,903.00 \$625,903.00</u>

She amended the report to correct the amount listed as \$605,903.00 to \$625,903.00 as located in paragraphs 1, 2, and 3 on page 4 of the report and she corrected the amount listed as \$1,305,903.00 to \$1,325,903.00 in paragraph 2 on page 4 of the report.

She further stated that these amounts should be corrected as needed throughout the Supplemental Memorandum of Understanding.