

REPORT OF GENERAL MANAGER

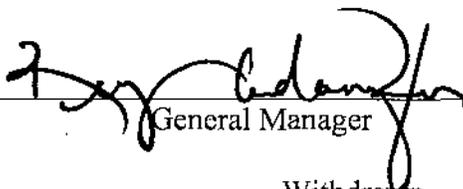
NO. 14-221

DATE September 3, 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Withdrawn _____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) Mayor, relative to a proposed As-Needed Roofing Repairs, Maintenance, Retrofit, and/or Construction Contract with Bravo Roofing, Inc.

Referred to staff for further processing.

2) Mayor, relative to a proposed Gift Agreement with the Los Angeles Dodgers Foundation, and LA84 Foundation for the installation of baseball field improvements at Leland Park.

Referred to staff for further processing.

3) City Clerk, relative to designating Department facilities as emergency centers.

Referred to General Manager.

4) Chief Legislative Analyst, forwarding the Legislative Report for the week ending July 25, 2014.

Note and File.

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5) Mindy Glazer, two communications to Councilmember Bonin, relative to Stoner Skate Park.

Note and File.

6) Richard Schave, relative to Pershing Square events.

Referred to General Manager.

7) Two Residents, three communications relative to homeless encampments in the Arroyo Seco.

Referred to General Manager.

8) Victor Ayala to Jennifer Rockwell, Sr. Recreation Director I, relative to various concerns regarding El Sereno North Park.

Note and File.

9) Three Residents, twenty-one communications relative to Oakwood Recreation Center, the Venice Neighborhood Council, and the Los Angeles Unified School District.

Referred to General Manager.

10) Gene Diamond, relative to the shared boundary between his property and Corbin Canyon Park.

Referred to General Manager.

11) Approximately fifty additional signers, a continuation of Chris Yamashita's petition (via Change.org) relative to the State-owned Angel's Knoll Park.

Note and File.

12) Geronimo Salazar, relative to homeless living in MacArthur Park.

Referred to General Manager.

13) Fifty-one communications, relative to the Hollywoodland neighborhood adjacent to Griffith Park.

Referred to General Manager.

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14) David DeFore, President, Greek Theatre Advisory Committee, relative to the Greek Theatre Request for Proposals.

Note and File.

15) Jim Fishman, relative to Penmar Recreation Center.

Referred to General Manager.

16) Leila, proposing designated smoking areas at Department golf courses.

Referred to General Manager.

17) Renee M. Robichaux, relative to Proposition K funding for lighting in North Weddington Park.

Referred to General Manager.

18) Glenn Bailey, relative to a Los Angeles Neighborhood Council Coalition meeting.

Note and File.

19) Don Andres, Vice President & Treasurer, Friends of Runyon Canyon Foundation, relative to the proposed Hollywood Ziplines.

Referred to General Manager.

20) Ivana Komljenovic, Compliance Specialist, Torres Consulting Group, LLC, relative to California's prevailing wage law and the Gaffey Street Pool (Pool & New Bathhouse) Restoration (PRJ20726) (W.O. #E1907453) project.

Note and File.

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

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NO. 14-222

DATE September 3, 2014

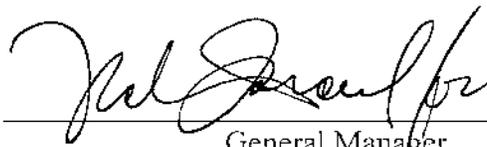
C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: POINT FERMIN LIGHTHOUSE – EXTENSION OF LOAN OF FRESNEL LENS BY THE UNITED STATES COAST GUARD

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

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Retroactively approve the extension of the current loan of the Fresnel Lens at the Point Fermin Lighthouse from the United States Coast Guard for a period of five (5) years with the five-year term starting November 13, 2013, and;
2. Direct the Board Secretary to transmit the loan agreement to the City Attorney for approval as to form, and;
3. Authorize the General Manager, or his designee, to execute the loan agreement, substantially in the form on file in the Board Office subject to the approval of the City Attorney as to form.

SUMMARY:

The Fresnel Lens is a large glass structure of prisms that was placed around the Point Fermin Lighthouse's oil lantern to help magnify and focus the lantern's beam in the lighthouse tower. After World War II, the lens was removed from Point Fermin Lighthouse and ultimately wound up in the possession of a private entity. With much research and persistence by Point Fermin Lighthouse curator, Kristin Heather (a Department of Recreation and Parks employee), the Fresnel Lens was located. A lens expert positively identified the Fresnel Lens as the one from the Point Fermin Lighthouse and the owner agreed to allow its return to the lighthouse. In November 2006, the Fresnel Lens returned to the Point Fermin Lighthouse with help from curator Kristin Heather, the Point Fermin Lighthouse Society, and the United States Coast Guard (USCG). On December 16,

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2006, the lens went on display for all of Los Angeles to see for the first time since December 7, 1941; the last day it was in operation.

Since the lens now belongs to the USCG, it is on display by their permission through a loan. Approval of this loan renewal of the Fresnel Lens will allow Point Fermin Lighthouse to keep its original lens on public display. This lens is a rare artifact and symbol of Los Angeles that directly interprets the history of the Port of Los Angeles, as well as San Pedro.

FISCAL IMPACT STATEMENT:

There is no direct fiscal impact to the Department's General Fund upon approval of this loan.

This report was prepared by Kristen Heather, Historic Site Curator, Pacific Region.

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NO. 14-223

DATE: September 3, 2014

C.D. 1

BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: GLASSELL PARK RECREATION CENTER - ACCEPTANCE OF DONATION FROM PEOPLE FOR PARKS

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

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept the following donation as noted in the Summary of this Report, and that appropriate recognition pursuant to Department policy, is given to the donor.

SUMMARY:

People for Parks donated \$7,187.00, to the Glassell Park Recreation Center. These funds will be used for the youth baseball and softball programs.

This donation is from the balance of the Tom Davidson Scholarship Fund, an honorary endowment in memoriam of Mr. Davidson, a former Department of Recreation and Parks employee for over 30 years. Mr. Davidson was a resident of the Glassell Park community who passed away on March 25, 2005.

RAP Staff has determined that this donation will be placed in the Glassell Recreation Center Municipal Recreation Program (MRP) fund account (Fund 301 Account - MRP XY215). The annual allocation amount is not to exceed \$1,000.00 per season

FISCAL IMPACT STATEMENT:

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

This report was prepared by Marcus Chinelo, Clerk Typist, Metro Region.

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NO. 14-224

DATE: September 3, 2014

C.D. 4

BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: PAN PACIFIC RECREATION CENTER – ACCEPTANCE OF DONATION FROM WILSHIRE WARRIOR BASEBALL

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

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept the following donation as noted in the Summary of this Report, and that appropriate recognition pursuant to Department policy, is given to the donor.

SUMMARY:

Wilshire Warrior Baseball donated a batting cage that is two hundred thirty (230) feet long and twelve (12) feet wide, made of nine (9) gauge chain-link fencing with a top cover, and a walk-gate that is four feet by eight feet (4' x 8') to Pan Pacific Recreation Center. The total estimated value of this donation is \$7,841.00.

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.

This report was prepared by Marcus Chinelo, Clerk Typist, Metro Region.

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NO. 14-225

DATE: September 3, 2014

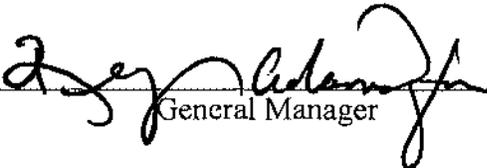
C.D. 1

BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: HOOVER RECREATION CENTER – ACCEPTANCE OF DONATIONS FROM CAL SOUTH SOCCER FOUNDATION AND UNIVERSITY OF SOUTHERN CALIFORNIA TROJAN YOUTH SOCCER LEAGUE

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

V. Israel _____
*K. Regan KAR
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 pursuant to Department policy, is given to the donors.

SUMMARY:

Hoover Recreation Center, in collaboration with the University of Southern California (USC) Trojan Youth Soccer League (TYSL), has developed a low-cost youth soccer program for elementary school-aged children from seven to ten years of age within the local, Historic West Adams community near the facility. USC TYSL provided an in-kind donation of soccer game referees valued at \$2,880.00.

Working together with USC TYSL, Cal South Soccer donated six (6) soccer goals, one-hundred (100) coaching jerseys, one-hundred (100) youth soccer jerseys, one-hundred (100) youth soccer shorts, one-hundred (100) pairs of youth soccer socks, and one-hundred (100) youth soccer shin guards for this youth soccer league at Hoover Recreation Center. The total estimated value of the donated items is \$8,080.00.

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.

This report was prepared by Marcus Chinelo, Clerk Typist, Metro Region.

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NO. 14-226

DATE: September 3, 2014

C.D. 1, 10, 14

BOARD OF RECREATION AND PARKS COMMISSIONERS

SUBJECT: VARIOUS DONATIONS TO OPERATIONS BRANCH – METRO REGION

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

V. Israel _____
*K. Regan RGR
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 pursuant to Department policy, is given to the donors.

SUMMARY:

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

Hoover Recreation Center

Gregory Kitchen donated six (6) basketball nets. The total estimated value of this donation is \$18.00.

Pecan Recreation Center

Saldana Landscape, Inc., donated \$600.00 for sports programs.

Queen Anne Recreation Center

Bob Auerbach Photography donated \$462.00 for sports programs.

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.

This report was prepared by Marcus Chinelo, Clerk Typist, Metro Region.

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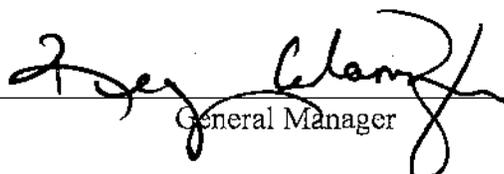
DATE September 3, 2014

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CABRILLO MARINE AQUARIUM – AS-NEEDED MARINE FISH AND
INVERTEBRATES VETERINARY CONSULTING SERVICES–
PROFESSIONAL SERVICES CONTRACT WITH LANCE ADAMS, DVM

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



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Personal Services Contract, substantially in the form on file in the Board Office, between the City of Los Angeles Department of Recreation and Parks (Department) and Lance Adams, DVM (Contractor), a sole proprietor, for one (1) year with two (2) one-year options to extend at the sole discretion of the General Manager, in an amount not to exceed Ten Thousand Dollars (\$10,000.00) per year, subject to the approval of the Mayor, and of the City Attorney as to form;
2. Find, in accordance with Charter Section 1022, that the Department does not have personnel available in its employ, with sufficient expertise to undertake these specialized professional tasks in a timely manner, and that these services can be performed more feasibly by a qualified independent contractor than by a City employee;
3. Find, in accordance with Charter Section 371(e)(2) that the services to be provided by Contractor are professional, expert and specialized services of a temporary and occasional character for which competitive bidding is not practicable or advantageous and because it is necessary for the Department to be able to call on a contractor to perform this work as needed without engaging in a new competitive process for each individual project to be performed;
4. Find, in accordance with Charter Section 371(e)(10) that for the performance of professional, expert and technical services of a temporary and occasional character,

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competitive bidding is undesirable and impractical because the total compensation to be provided to Contractor does not exceed \$10,000.00 per year, and the cost of soliciting bids would be unwarranted and wasteful in comparison to the amount of services required by Department and would result in an expenditure of City funds in excess of any benefit that could be gained by soliciting bids;

5. Direct the Board Secretary to transmit the proposed Personal Services Contract, concurrently to the Mayor in accordance with Executive Directive No. 3 and to the City Attorney for approval as to form; and,
6. Authorize the Board President and Secretary to execute the Personal Services Contract upon receipt of the necessary approvals.

SUMMARY:

The Department of Recreation and Parks (Department) maintains the Cabrillo Marine Aquarium (Aquarium) as an educational, recreational and research facility devoted to encouraging active public participation to promote knowledge and conservation of the marine life of Southern California. The Aquarium is an accredited facility of the Association of Zoos and Aquariums (AZA). AZA requires that the sea life at the Aquarium be cared for by a licensed veterinarian (veterinarian) and that the operations are evaluated for AZA accreditation by a veterinarian. The Department does not have a veterinarian on staff and therefore proposes to enter into an agreement with a veterinarian.

The Department is seeking to contract with veterinarian Lance Adams DVM (Contractor), a sole proprietor, as a sole source contractor specializing in marine organisms. He is the sole source for the services he provides to the Cabrillo Aquarium as he is the only veterinarian in the area with the expertise to consult on health and welfare issues with marine fish and invertebrates, the only animals in the Aquarium's living collection. He lives in Long Beach, where he serves as the veterinarian to the Aquarium of the Pacific and so he is approximately 9 miles from the Aquarium on a daily basis. He is only minutes away in case of an animal health emergency.

Under the direction of the Aquarium Director, the contractor shall assess the health and welfare of the Aquarium's living collection; approve treatments for sick and ailing animals and prescribe medication when needed; be available on an as-needed basis, including emergency callout; consult with and answer questions from the Aquarium Aquarist staff; train Aquarist staff in necropsy procedures so that staff may determine the cause of death of deceased animals; and advise on measures to prevent the spread of disease.

Lance Adams, DVM has successfully served the Aquarium for the past few years on one (1) year term Letters of Agreement that did not exceed Ten Thousand Dollars (\$10,000) per year. Due to

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the history of a successful as-needed working arrangement including emergencies, and the time involved for compliance and contract review requirements, it is time to request a contract for three (3) years of as-needed services.

It would not be cost effective to search for another veterinarian to provide these services because it would utilize too much valuable and expensive staff time to research, interview and assess other potential contractors who could not compete with Contractor's unique and proven expertise, his daily work location at the Aquarium of the Pacific, with his availability to the Cabrillo Marine Aquarium on an as-needed basis from that physical proximity.

CHARTER SECTION 1022 DETERMINATION

On July 22, 2014, the Personnel Department completed a Charter Section 1022 review (Attachment A) and determined that there are no City employees that can perform the work proposed for the contract, and the Department confirms that none of its current staff possess the necessary expertise to perform the veterinary duties required.

Staff recommends approval of the one (1) year contract, with two (2) one (1) year options to extend.

FISCAL IMPACT STATEMENT:

Funding for this contract is provided in Fund 301, Department 88, and Account 88035M.

This report was prepared by Nancy Jeffers, Management Analyst II, Service Contracts Group, Finance Division.

PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Nancy Jeffers Phone No. 213-202-4352

CAO: Jay Shin Phone No. 213-473-7559

3. Work to be performed:

Recreation and Parks is seeking a contract with Dr. Lance Adams, a sole proprietor, for veterinary services for the Cabrillo Marine Aquarium's living collection, which consists of marine fish and invertebrates. The Aquarium is an accredited facility of the Association of Zoos and Aquariums, which requires that the Aquarium's sea life be cared for by a licensed veterinarian. The contractor will: assess the health and welfare of the Aquarium's living collection; approve treatments for sick and ailing animals and prescribe medication when needed; be available on an as-needed basis, including for emergency calls; consult with and answer questions from the Aquarium's Aquarist staff; train Aquarist staff in necropsy procedures so that staff may determine the cause of death of deceased animals; and advise on measures to prevent the spread of disease.

4. Is this a contract renewal? Yes No

5. Proposed length of contract: One year, with option of two 1-year renewals

Start Date: Jan. 1, 2015

6. Proposed cost of contract (if known): \$30,000 (\$10,000 per year)

7. Name of proposed contractors: Dr. Lance Adams, a sole proprietor

8. Unique or special qualifications required to perform the work:

Valid California veterinary license, with expertise in health and welfare issues of marine fish and invertebrates.

9. Are there City employees that can perform the work being proposed for contracting?

Yes No

If yes,

a. Which class(es) and Department(s):

b. Is there sufficient Department staff available to perform the work? Yes No

c. Is there a current eligible list for the class(es)? Yes No Expiration Date:

d. Estimated time to fill position(s) through CSC process?

e. Can the requesting department continue to employ staff hired for the project after project completion? Yes No

f. Are there City employees currently performing the work? Yes No

10. Findings

City employees DO NOT have the expertise to perform the work

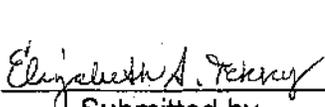
City employees DO have the expertise to perform work. (Please see summary section.)

Check if applicable (explanation attached) and send to CAO for further analysis

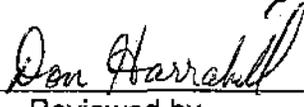
- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

SUMMARY:

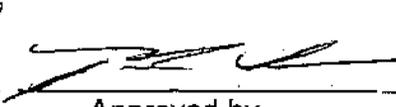
Recreation and Parks is seeking a contract with Dr. Lance Adams for veterinary services at the Cabrillo Marine Aquarium. The City classifications of Veterinarian and Zoo Veterinarian deal with the treatment of animals in custody or exotic exhibited animals, respectively. They are not required to have expertise in treating the types of living organisms found at the Aquarium.



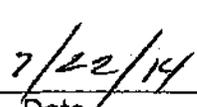
Submitted by
Elizabeth A. Terry
Sr. Personnel Analyst I



Reviewed by
Don Harrahill
Sr. Personnel Analyst II



Approved by
Raul Lemus
Chief Personnel Analyst



Date

REPORT OF GENERAL MANAGER

NO. 14-228

DATE: September 3, 2014

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VENICE OF AMERICA CENTENNIAL PARK -- CONCEPTUAL APPROVAL OF THE DEVELOPMENT OF A COMMUNITY HISTORY MUSEUM ON PARK PROPERTY

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve in concept the development of a community history museum at Venice of America Centennial Park, to be provided and operated by the Venice Heritage Foundation, all at no cost to the City; and,
2. Direct staff from the Department of Recreation and Parks' Planning, Construction and Maintenance (PCM) Branch to work with the Venice Heritage Foundation to determine project requirements, review plans, and coordinate project details for staff recommendations and preparation of an operation and maintenance agreement or lease for future Board consideration.

SUMMARY:

The Venice Heritage Foundation (VHF), a 501(c)(3) non-profit community organization, has approached the Department of Recreation and Parks (RAP) and presented their vision and proposal for creating the Venice Heritage Museum (Museum), a community history museum at Venice of America Centennial Park in the community of Venice, where the culture and history of Venice, California, can be shared with the local community and broader public through rotating exhibits. The park property in question is located at 501 South Venice Boulevard, east of and immediately adjacent to the existing Venice-Abbot Kinney Memorial Branch Public Library.

Pursuant to VHF's vision, the Museum would be a site where stories, artifacts, collections, and

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archives about the history of Venice would be shared with City residents and tourists. VHF has requested that RAP approve in concept the development of the Museum Project by VHF through funds raised by VHF through grants, endowments, in-kind and cash donations, and membership fees. This conceptual approval is part of VHF's process to seek permission from the City to be allowed to develop the Museum. Once the Museum has been opened to the public, other sources for running Museum operations would include admissions, gift shop sales, coffee bar sales, and funds from special fundraising events.

VHF has shared details of the proposed Museum with the public through their website at www.VeniceHeritageMuseum.org. The Museum Project has two phases. After sufficient funds have been raised and collected for Phase I development of the Museum, VHF intends to renovate a Pacific Electric Red Car trolley to house the Museum's exhibits and collections and move the trolley on-site. VHF proposes to have a paid staff of three (3) and a core group of 15 to 20 volunteers run the day-to-day operations of the Museum, which will be addressed either through an agreement between RAP and VHF for operation and maintenance of the Museum or property lease. Later on, after sufficient funds have been raised for Phase II of the Museum Project, construction of a replica of the original Tokio Red Car substation to house additional Museum exhibits would begin. A depiction of the proposed Museum site plan is attached as Exhibit A. Should the Board approve in concept the development of a community history museum at Venice of America Centennial Park as proposed by VHF, staff from RAP's PCM Branch will discuss with VHF details regarding site development and future grounds maintenance, provide firm criteria for development of the property, and decide whether an agreement for operations and maintenance or property lease would be the appropriate instrument for VHF to use the park property. Staff will approach the Board at a later date after details for an agreement with VHF have been negotiated and agreed upon, and only after VHF has demonstrated or shown they have raised the necessary funds for Phase I development of the Museum and to pay for staff costs to operate and maintain the Museum and related park property for a minimum of one (1) to three (3) years, depending on negotiations between RAP and VHF.

Staff has determined that the California Environmental Quality Act impact this project has will be addressed when the complete project scope has been determined and sufficient funds have been identified to begin the project.

Staff has discussed VHF's proposal with the Superintendent of the Valley Region and the staff of Council District 11, and each supports VHF's proposal on the condition that VHF raises sufficient funds to develop the Museum and thereafter maintain the Museum and related park property at their sole expense, including payment for all utilities and waste disposal associated with their operations.

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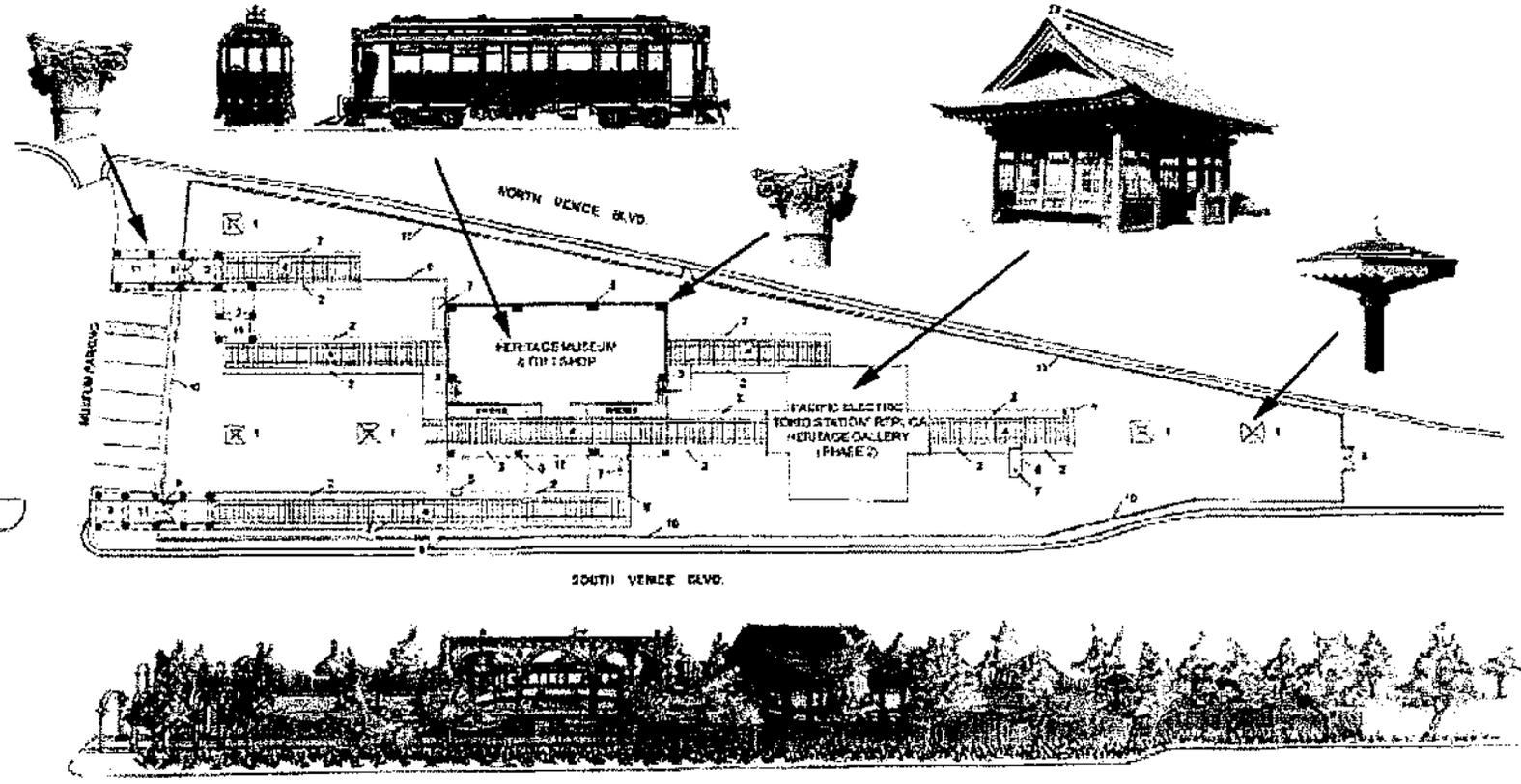
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FISCAL IMPACT STATEMENT:

Approval in concept of a community history museum at Venice of America Centennial Park has no fiscal impact on the Department's General Fund.

This report was prepared by Joel Alvarez, Senior Management Analyst I, and Raymond Chang, Management Analyst I, Partnership Division.

EXHIBIT A



- LEGEND**
- 1 COVERED SEATING
 - 2 CRANES
 - 3 CONCRETE WALK
 - 4 PAVED RAILROAD TRACK
 - 5 TRASH CANS
 - 6 CONCRETE CURB
 - 7 BENCH SEATING
 - 8 PLATFORM ROOF COLUMNS
 - 9 CAFE
 - 10 IRON SECURITY FENCE
 - 11 COLUMNADE
 - 12 WATER FEATURE

VENICE HERITAGE MUSEUM

DONALD L. THUYETE
 DESIGNER (310) 398-7800
 Red Car Elevation
 Courtesy: HOWARD NOURSE

VENICEHERITAGEMUSEUM@GMAIL.COM



HERITAGE FOUNDATION

ENVISIONING A

Venice History Museum



HERITAGE FOUNDATION

REPORT OF GENERAL MANAGER

NO. 14-229

DATE September 3, 2014

C.D. 6

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SOUTHEAST VALLEY ROLLER AND SKATEBOARD RINK – PHASE I (SKATEBOARD RINK/SKATEPARK) PROJECT (W.O. #E170125D) – ACCEPTANCE OF STOP PAYMENT NOTICE ON CONSTRUCTION CONTRACT NO. 3387

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



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board direct staff to withhold the amounts claimed in the following Stop Payment 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 said funds are available, and to notify contractors, sureties, and other interested parties that the amount of said claims plus 25% will be withheld.

STOP PAYMENT NOTICE:

The Department is in receipt of a legal notice to withhold construction funds, pursuant to California Civil Code Sections 8044, 9100, 9350, 9352, and 9354 on the following contract:

Contract 3387 CD 6

Southeast Valley Roller and Skateboard Rink – Phase I (Skateboard Rink/Skatepark) Project (W.O. #E170125D)	General Contractor:	California Landscape and Design, Inc.
Project Status: Construction	Claimant:	Champion Paving, Inc.
Project Impact: none	Amount:	\$36,110.00

FISCAL IMPACT STATEMENT:

Acceptance of Stop Payment Notices has no impact on the Department's General Fund.

This Report was prepared by Tanzi Cole, Commission Executive Assistant I.

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NO. 14-230

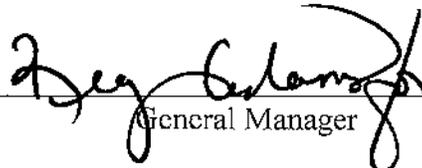
DATE September 3, 2014

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ELECTRICAL CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS – REQUEST FOR QUALIFICATIONS

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Request for Qualifications (RFQ), substantially in the form on file in the Board Office, for Electrical Construction, Retrofit, Maintenance and/or Repairs, for a three-year (3) contract, in an amount not to exceed \$10,000,000 per year per contract awarded, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for review and approval as to form; and,
3. Authorize staff to advertise the RFQ and conduct the RFQ process, subsequent to City Attorney review and approval as to form.

SUMMARY:

The Department of Recreation and Parks (RAP) is in need of Electrical Construction, Retrofit, Maintenance and/or Repairs contracts, which current staffing provides on a limited basis, therefore one or more Electrical Construction, Retrofit, Maintenance and/or Repairs are required. There are currently seven (7) existing departmental electrical contracts (Contracts Nos. 3371, 3372, 3420, 3375, 3373, 3374 and 3421), which staff is currently using for various electrical projects. Because the current departmental contracts will expire in less than one year and RAP management has determined that there still remains a need to have "as-needed" electrical contractors available on-call

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in order to supplement our current electrical staff, new contracts are required. With over 440 Park locations under the jurisdiction of RAP, electrical services contracts are critical to improving, maintaining and expanding our park system infrastructure.

Staff has developed and is now ready to release, at the direction of the Board, a RFQ, which will be advertised per Mayor's Executive Directive No. 14 which states, "...every Department will utilize the Los Angeles Business Assistance Virtual Network (BAVN) as the exclusive means for posting all opportunities for RFQ's..." In addition, a letter inviting bids will be mailed to interested parties from a mailing list maintained by RAP. The Planning, Construction and Maintenance Branch, which oversees RAP's construction and maintenance projects, has reviewed and provided input on the RFQ.

A pre-qualification conference will be held approximately three weeks after the release of the RFQ in order to provide potential responders with a review of the submittal documents, compliance documents, and requirements for the Business Inclusion Program (BIP) as required by Executive Directive No. 14.

Evaluation Process

Responses will be evaluated in two levels. Level I will be a review by RAP staff for the minimum qualifications, as stated in the RFQ document. The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of the contract. If a responder's minimum qualification cannot be verified by staff, the responder will be disqualified and no further evaluation will be performed on the response. Level II will evaluate all required compliance and submittal documents as required per City Ordinance. The responder must successfully pass Level I before staff will proceed to Level II.

If any of the responders are successful in meeting the City's minimum qualifications requirements, then a recommendation will be made to the Board for award of contracts to them. In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to recommend awarding contracts to multiple vendors. If multiple vendors are awarded this contract, they will have the opportunity to submit a competitive quote for each project issued by RAP's Planning, Construction and Maintenance Branch, within the terms of this contract. Projects will be awarded solely on the prices submitted by the vendors.

The selected responders will be recommended to the Board for a three-year (3) contract, in an amount not to exceed \$10,000,000 per year, per contract. The contract amount is an estimate, and RAP does not guarantee that the contract maximum amount will be reached. The electrical construction, retrofit, maintenance and/or repairs that RAP will be requesting shall be on an as-needed basis. RAP, in entering into a contract, guarantees no minimum amount of business or

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compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by RAP, as provided in the Standard Provisions for City Contracts (Rev. 3/09).

Funding for projects will be provided from various funding sources.

FISCAL IMPACT STATEMENT:

Releasing the Request for Qualification has no fiscal impact on the RAP's General Fund.

This Report was prepared by Jim Newsom, Management Analyst II and reviewed by Cid Macaraeg, Senior Management Analyst II, Planning, Construction and Maintenance Branch.

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NO. 14-231

DATE: September 3, 2014

C.D. 2

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GREENWOOD SQUARE PROJECT – PRELIMINARY AUTHORIZATION TO ACQUIRE PROPERTY FOR PARK PURPOSES; APPROVAL OF CONCEPTUAL PARK DESIGN PLAN

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks (RAP) to initiate preliminary acquisition activities of a portion of Los Angeles County Assessor’s Parcel Number (APN) 2217-030-030, generally located at the northwest corner of Hazeltine Avenue and Sherman Way, Van Nuys, California 91405, and measuring approximately 14,428 square feet or 0.33 acres, for public park purposes;
2. Authorize staff to coordinate acquisition activities with the Department of General Services (GSD), including the request for GSD and the City Attorney's Office to draft a Purchase and Sale Agreement, and, upon completion of preliminary work and all due diligence, and authorize staff to obtain the necessary environmental and funding clearances for the acquisition of said property;
3. Upon the completion of the preliminary acquisition activities, direct staff to return to the Board of Recreation and Park Commissioners (Board) with a Purchase and Sale Agreement, escrow instructions, and related documents, for the Board's final approval to accept the property, contingent on the following conditions:
 - a. Funding will have been made available for the acquisition of the property through Quimby Funds or an alternative funding source;

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- b. Appropriate California Environmental Quality Act (CEQA) documentation will have been completed;
 - c. All environmental assessments, Phase I and Phase II or any additional assessments needed, will have been completed and satisfied prior to close of escrow;
 - d. A Class "A" Formal Appraisal will have been completed and reviewed by GSD and upon review will make recommendation to RAP staff on action to be taken as it relates to the acquisition; and,
 - e. GSD will have negotiated a purchase price that is consistent with their professional opinion of market value.
4. Approve the conceptual design for Greenwood Square Park, as described in the Summary of this Report and shown on Exhibit A.

SUMMARY:

The Greenwood Square Project (CPC-2012-3243-ZC-BL-ZV-ZAA-SPR and VTT-72050) is a residential development project located on an approximately 5.72 acre site at 14111-14135 West Sherman Way and 7235-7301 North Hazeltine Avenue in Van Nuys. The project, which is currently under construction, will be developed with a maximum of 128 single family homes and a public park. The proposed public park is currently known as Greenwood Square Park.

The developer of the Greenwood Square Project is proposing to convey a fully developed park to the City in order satisfy the project's requirements under Los Angeles Municipal Code (LAMC) Section 17.12 (Recreation and Park Site Acquisition and Development Provisions), LAMC Section 12.33 (Dedication of Land or Payment for Park and Recreational Facilities as a Requirement for a Zone Change for a Multiple Residential Use in Any Multiple Residential or Commercial Zone), and the conditions of Ordinance No. 182670. The proposed conveyance of Greenwood Square Park would be made in-lieu of the payment of the approximately \$450,000.00 in Quimby or Zone Change fees the project would otherwise be required to pay to RAP. Staff anticipates that the value of the land proposed to be dedicated to the City, along with value of the improvements proposed to be built by the developer, will meet or exceed the amount of Quimby or Zone Change fees the developer would be required to pay to RAP. If not, the developer will pay the difference.

The proposed Greenwood Square Park will measure approximately 14,428 square feet or 0.33 acres and will be located on the southeast corner of the project, and at the northwest corner of Hazeltine Avenue and Sherman Way. The conceptual design for the public park includes ten parking spots, two playground areas, walking path, landscaping, and various park amenities including benches, trash cans, and a drinking fountain. The conceptual design for Greenwood Square Park has been reviewed and approved by RAP staff. All proposed park improvements and amenities would be

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developed to meet RAP policies and standards. The conceptual design for Greenwood Square Park is shown on Exhibit A.

The proposed Greenwood Square Park would, once complete, provide a new neighborhood park in an area of Van Nuys where City residents do not have sufficient access to improved green spaces or neighborhood parks. An estimated 8,118 residents live within one-half (½) mile walking distance of the proposed Greenwood Square Park. Of those 8,118 residents, an estimated 6,321 residents currently do not have access to any improved green spaces or neighborhood parks within one-half (½) mile walking distance of their homes.

The California Environmental Quality Act (CEQA) and all necessary environmental assessments will be completed and reviewed by staff prior to making a final determination and recommendation on the acquisition of this property.

FISCAL IMPACT STATEMENT:

Acquisition of this property will increase RAP's maintenance cost. Staff will request a budget increase through the standard budget process. Estimate of additional maintenance costs will be provided with final request for approval of acquisition.

The estimated costs for the acquisition of the park site are anticipated to be funded by Quimby Fees or by funding sources other than the RAP's General Fund.

This report was prepared by Darryl Ford, Principal Project Coordinator, Planning, Construction, and Maintenance Branch.

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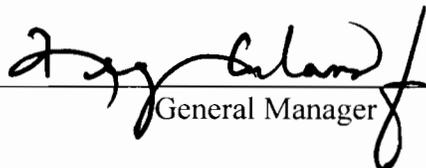
DATE September 3, 2014

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WATTLES PARK – EROSION AND DRAINAGE IMPROVEMENT (W.O. #E170262F) PROJECT – RELEASE OF STOP PAYMENT NOTICE ON CONSTRUCTION CONTRACT NO. 3353

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board accept the following request for Release of Stop Payment Notice.

SUMMARY:

RELEASE OF STOP PAYMENT NOTICE:

The Department is in receipt of a Release of Stop Payment Notice filed by the claimant below, which releases the Board from any and all liability for withholding funds from the general contractors or the sureties:

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

FISCAL IMPACT STATEMENT:

The release of funds does not impact the contract amount, and therefore, approval of the release will have no impact on the Department's General Fund.

This report was prepared by Tanzi Cole, Commission Executive Assistant I.

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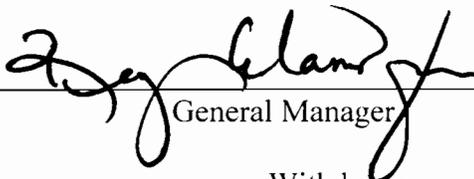
DATE September 3, 2014

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED PERSONAL SERVICE CONTRACT WITH CLEAN HARBORS ENVIRONMENTAL SERVICES, INC. FOR ROUTINE AND EMERGENCY RESPONSE HAZARDOUS WASTE MANAGEMENT SERVICES

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Find, in accordance with Charter Section 1022, that the Department of Recreation and Parks (Department) does not have available in its employ personnel with sufficient time or the necessary technical training, expertise and certifications to properly cleanup, package, transport, treat and dispose of hazardous substances and wastes in a safe, timely and legal manner, and it is more feasible, economical and in the Department's best interest to have these services performed by a qualified independent contractor on an as-needed basis;
2. Find pursuant to Charter Section 371(e)(8) that the Department may piggyback on the Department of Public Works, Bureau of Sanitation's Contract No. C-121334 for provision of the required hazardous waste management services because contracts for cooperative arrangements with other governmental agencies for the utilization of the purchasing contracts, and professional, scientific, expert or technical services contracts of those agencies and any implementing agreements are an exception to the City's competitive bidding requirements;
3. Approve a proposed Personal Service Contract between the Department and Clean Harbors Environmental Services, Inc., (Clean Harbors) for as-needed routine and emergency response hazardous waste management services, substantially in the form on file in the Board Office, subject to the approval of the Mayor and the City Attorney as to form;

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4. Direct the Board Secretary to transmit forthwith the Contract to the Mayor for approval, in accordance with Executive Directive No. 3, and concurrently to the City Attorney for expedited review and approval as to form; and,
5. Authorize the Board President and Secretary to execute the Contract upon receipt of the necessary approvals.

SUMMARY:

The Department has an essential need for the off-site disposal of hazardous and non-hazardous wastes to authorized treatment, storage and disposal facilities in compliance with local, state and federal environmental and public health laws. These wastes are routinely generated at various Department facilities during maintenance, construction and recreational programming activities and include: paints, solvents, oil and other petroleum-based materials, asbestos-containing materials, batteries, compressed gas cylinders, aerosol cans, sharps, fluorescent tubes, pesticides and various other products that are no longer useable, contaminated rags and absorbents from the cleanup of work-related spills, and effluents from wash rack clarifiers and septic tanks. As a larger concern, the Department also needs the ability to promptly respond to occasional incidents of accidental spills and illegal dumping of hazardous and toxic substances in order to protect park property, employees, patrons, and wildlife.

The proper disposal of routine hazardous waste streams and the response to emergency spill incidents require the services of independent contractors who have the specialized knowledge, credentials, equipment and other technical capabilities to respond in a timely and legal manner. The most recent contracts the Department had for performing these services were with Clean Harbors Environmental Services, Inc., PSC Environmental Services LLC, and United Pumping Services, Inc., through an approval to “piggyback” on the contracts from Department of Public Works Bureau of Sanitation (DPW/BOS), and authorization from the Board on September 17, 2008 (Board Report No. 08-257). These contracts expired on May 14, 2011.

This cooperative arrangement to piggyback on the existing contracts of City departments as well as other governmental agencies is allowed under Charter Section 371(e)(8) as an exception to the City’s competitive bidding process. The using departments must establish their own contract, contract number and cost ceiling and utilize the same prices, terms and conditions set forth in the piggyback contract. This process is more timely and efficient than distributing a new Request for Proposal (RFP) for the required services.

Since 2011, while DPW/BOS has been working on issuing new RFPs for citywide routine and emergency response hazardous waste management services, the Department has been using Authority for Expenditures (AFEs) and other authorizations to secure these services. In July 2014, DPW/BOS informed the City departments that their Solid Resources Citywide

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Recycling Division is allowing them to piggyback off its contract with Clean Harbors (No. C-121334 and associated Task Directive 1), on file in the Board Office, which has a provision for routine and emergency response hazardous waste management services. The RFP for these services was distributed in August 2010 and a contract was executed with Clean Harbors in November 2012.

Staff is recommending that the Board authorize the Department to piggyback on the DPW/BOS contract with Clean Harbors (No. C-121334) until such time that DPW/BOS establishes separate contracts for routine and emergency response hazardous waste management services. The Department's personal service contract with Clean Harbors will have a total annual cost ceiling of \$500,000.00 and will expire on November 1, 2017, as specified in the DPW/BOS contract. However, DPW/BOS has the option to extend their contract for two additional 3-year terms; if either of these options are exercised, the contract with the Department will automatically be extended for the same term.

FISCAL IMPACT STATEMENT:

Services provided under the Clean Harbors contract will be on an as-needed basis and will be primarily funded through Fund 302, Department 88, Account 3040, Contractual Services, and Fund 52H (RAP Golf Special Account), Department 89, Account Numbers to be determined.

This report was prepared by David Attaway, Environmental Supervisor, and reviewed by Cathie Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch.

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DATE September 3, 2014

C.D. 1

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: 50 PARKS INITIATIVE – ALPINE RECREATION CENTER EXPANSION PROJECT (ORD AND YALE STREET PARK) – APPROVAL OF EXTENSION OF TIME TO ACQUIRE PARCEL; AMENDMENT TO PURCHASE AND SALE AGREEMENT; AND EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Authorize an extension of time to complete the acquisition of a portion of a parcel identified by Los Angeles County Assessor's Parcel Number (APN): 5407-025-017; and
2. Authorize and request the Department of General Services (GSD) to execute an amendment to the Purchase and Sale Agreement (PSA) to reflect a change in purchase value and acreage.

SUMMARY:

The Alpine Recreation Center Expansion project (Ord and Yale Street Park) is a Proposition K Specified project. The Proposition K line item scope of work states "property acquisition for park expansion" for Alpine Recreation Center, which is located at 817 Yale Street in the Chinatown Area of the City.

On November 7, 2006, California voters passed the "Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006" (Proposition 84), which authorizes \$5.4 billion in general obligation bonds for a number of State grant programs. One of the grant programs created was the Statewide Park Development and Community Revitalization Program. A total of \$368,000,000.00 has been dedicated to this program to make grant awards to projects that demonstrate the creation of new park and recreation facilities in proximity to the most

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critically underserved communities throughout California on a competitive basis in two (2) rounds (\$184,000,000.00 available each round).

The 1st round request for proposals for the Statewide Park Program was released in September 2009. At its meeting of February 20, 2010, the City Council authorized the Community Redevelopment Agency of Los Angeles (CRA/LA) to submit grant applications for the development of the Ord and Yale Street Park project (Council File No. 09-2839-S2). In November 2010, the CRA/LA was awarded \$4,999,705.00 in Proposition 84 grant for the Ord and Yale Street Park. In January 2012 however, the CRA/LA was dissolved. As a result of the dissolution of the CRA/LA, the Department of Recreation and Parks (RAP) was asked to assume the grant application and proceed with the projects on behalf of the City of Los Angeles (City). On May 24, 2012, RAP received notification from the State that the Ord and Yale Street Park project would receive further consideration for the Proposition 84 Statewide Park Program grants. In order to complete the assumption of this grant, the State Office of Grants and Local Services requested that the City submit by August 31, 2012, a City Council approved Resolution authorizing the grant application. On August 14, 2012, the City Council adopted a resolution that approved the assumption, transfer and filing of an application for the Ord and Yale Street Park (the project is also known as the Alpine Recreation Center Expansion project and the Vertical Park project) to RAP on behalf of the City, Council File No. 09-2839-S2.

In order to expedite and not lose \$4,999,705.00 in State Proposition 84 grant funds for development or the opportunity to acquire the Ord and Yale project properties, the Board was asked to grant all the necessary authorities required to complete this acquisition as intended by Council and previous Board actions taken on Proposition 84 concerning this Ord and Yale project which the Board approved through Board Report No. 13-230 on September 18, 2013 which also granted authority to acquire a portion of parcel identified by APN: 5407-025-017 within a year. Board was also informed and asked to expedite this acquisition by approving, an alternative funding source that might be used to cash flow this acquisition until Proposition K can reimburse RAP's/City's acquisition and related costs. Capital B Funds might be used to cash flow the acquisition.

On May 1, 2013, the Board granted final authority to acquire three (3) parcels through Board Report No. 13-106 later revised to include a 4th parcel. The Board initially authorized the acquisition of parcels identified by APN: 5407-025-009, APN: 5407-025-010 and APN: 5407-025-015, as part of the Alpine Recreation Center Expansion Project (Ord and Yale Street Park). The three parcels have been acquired and only the 4th parcel is still in the process of acquisition. The Board has approved the acquisition of a 4th parcel as mentioned above through Board Report No. 13-230.

On September 18, 2013, through Board Report No. 13-230, the Board approved a revised Board Report that included a portion of a 4th parcel identified by APN: 5407-025-017 for the Ord and Yale Street Park project. . The City is proceeding with the acquisition of an irregular shaped portion of a parcel requiring a lot adjustment and identified by APN: 5407-025-017 with full support of the Council Office. City is only interested in acquiring a small portion of the parcel, which will require

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the lot adjustment and which the owner is processing through the Planning Department and which requires additional time to complete. Originally the Board granted approval to acquire the parcel in question within a year. On September 18, 2014, it will be one year. For this reason, RAP staff is asking for additional time to complete the acquisition. At this time, RAP staff is unaware of how long the lot adjustment will take. As RAP staff was processing the acquisition, staff determined that the value and acreage were incorrect. As part of RAP's staff due diligence, a survey was requested to determine value and acreage and boundary of the parcel in question. The completed survey has provided new estimates for acreage, value and a legal description identifying the boundary of the parcel. The old value and acreage that was provided indicated an amount of \$217,990.99 for an area of 4,769 square feet. The new revised estimated purchase price is \$149,745.96 at \$45.71 per square foot for a parcel estimated to be 3,276 square feet. The owner of said parcel is currently processing the lot line adjustment and addressing outstanding Title Lien issues which will require more time to resolve, going beyond the Board approved timeline for completion of the acquisition of a portion of the parcel identified by APN: 5407-025-017. The portion of the parcel is required to meet the overall project scope as was presented by the CRA/LA to the State. CRALA presented its scope to include the portion of parcel identified by APN: 5407-025-017.

RAP has now acquired three (3) parcels as part of the Ord and Yale project and is proceeding with the acquisition of a portion of a fourth parcel located near 524 West Ord Street in Los Angeles, California 90012. The total lot area for the three (3) parcels is approximately 0.242 acre or 10,570 square feet. The fourth parcel is estimated to be 3,276 square feet. Parcel APN: 5407-025-009 is approximately 5,193 square feet, parcel APN: 5407-025-010 is approximately 1,793 square feet and parcel APN: 5407-025-015 is approximately 3,584 square feet. Currently, the parcels identified by APN: 5407-025-009, APN: 5407-025-010, and APN: 5407-025-015 are all vacant lots. The fourth parcel that RAP/City is interested in acquiring is an irregular shaped portion of parcel identified by APN: 5407-025-017. RAP is interested in acquiring only the vacant portion or the irregular shaped portion of parcel identified by APN: 5407-025-017. The portion of the parcel that the City is interested in acquiring is part of a parcel that has an apartment building on it and the City needs to acquire the small vacant portion or the irregular shaped portion of parcel identified by APN: 5407-025-017. The Department of Public Works, Bureau of Engineering, Survey Division has estimated the portion to be approximately 3,276 square feet. RAP will acquire the portion of APN: 5407-025-017 that BOE Survey Division has surveyed and marked after the lot line adjustment/certificate of compliance is completed by the owner at no cost to RAP. The proposed purchase price for the portion of the fourth parcel is \$45.71 per square feet for an estimate of \$149,745.96. The estimate is based on 3,276 square feet.

It is estimated that an additional \$10,000.00 is required for payment of closing fees. Therefore, the total property acquisition is estimated to be \$159,745.96. Escrow costs and related pre-acquisition costs will initially be funded by Capital B Funds: Fund 302, Department 89, Account No. 89270K-CG and will be reimbursed by Proposition K at later time if Proposition K funds are not available at the time of acquisition. Capital B Funds would be used as a cash flow funding source if Proposition

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K funds are not available. Funds for the acquisition of the subject property are to be made available from Fund 302, Department 89, Account 89270K-CG. Proposition K funds will be used to reimburse RAP; an account number will be determined at a later date.

Currently, as stated above, the City has acquired 3 of the 4 parcels that are needed to meet the project scope as presented to the State by the CRA/LA. Below is a breakdown of the acquisitions as they have occurred.

Status of Acquisition:

1. APN: 5407-025-009 estimated final price \$432,000.00. Acquired November 7, 2013
2. APN: 5407-025-010 estimated final price \$144,000.00. Acquired November 7, 2013
3. APN: 5407-025-015 estimated final price \$288,000.00. Acquired November 7, 2013
4. Option parcel - portion of APN: 5407-025-017 estimate price of \$45.71 per square feet for an estimated amount of \$149,745.96. Acquisition Pending.

Total for 3 parcels: \$864,000.00

Total for 4 parcels: \$1,013,745.96

These acquisition sites were presented to RAP by Council as part of several CRA/LA projects that had been awarded funds by the State. Upon the CRA's dissolution, the City approved the transfer of this and other projects to RAP for acquisition and/or development. A final development plan has not yet been finalized. Therefore, there is no information available on development costs or funding for the development of this site. There could be a need to acquire additional parcels including easements, and street vacations in order to develop the park as first presented by the CRA/LA to the State. The goal now is not to lose the State Proposition 84 funding for this proposed park development project and to use the available Capital B Funds and/or Proposition K funds to acquire the necessary parcels needed to develop a park as proposed by the CRA/LA and Proposition 84 scope.

Pending title issues involving encumbrances, vacations, lot splits/lot adjustments, and acquisition of additional parcels, there could be additional costs and liability for RAP if these issues have significant impact on the project site and the development of a park. There is the possibility that vacations of existing parcels and acquiring additional parcels could result in additional costs to this project. These issues are being analyzed and reviewed, and depending on the findings, additional costs could result. At this time, RAP cannot determine the potential costs related to this and other issues. The First Council District (CD 1) is aware of these issues and has been informed. CD 1 strongly supports this acquisition and strongly stresses that this site meets all the requirements for a new park in the area, and is part of the larger redevelopment plans for Chinatown and connections to the rest of the Downtown area. As part of its due diligence, RAP has indicated to GSD that all title issues must be resolved prior to acquisition of the parcels and that it should only acquire the option

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parcel after all title and lot line adjustment issues have been resolved, approved and cleared. Although the site itself would make for a good park in the area, the environmental and/or title issues are a concern to RAP staff and, therefore, staff recommends caution with this acquisition and that all title and acreage issues be resolved and clearly understood prior to RAP acquiring the parcels. Should other conditions arise beyond those already covered in this report, the Board's approval will be obtained prior to the close of escrow.

It should be noted that funding for the development of the subject property will be provided from Proposition 84. At this time, further study is needed to determine the appropriate development plan for the project site as the site presents several complex engineering difficulties that will need to be analyzed before the site is developed and that could increase the cost of the development. There is no additional information on development plans or costs. This Report addresses only the request for additional time to complete the acquisition of the portion of parcel identified by APN: 5407-025-017 and the amendment of the PSA to reflect changes in the value and acreage of the acquisition of parcel identified by APN: 5407-025-017.

Funding Sources

There is sufficient funding available for the acquisition of the portion of the parcel identified by APN: 5407-025-017. It should be noted that Proposition K funds are expected to be used to pay for all acquisition related costs such as appraisals, environmental site assessments costs, escrow closing costs, and site preparation; and Capital B Funds will be used to cash flow the project acquisition if needed.

It is estimated that there is currently \$313,500.00 in Proposition K for acquisition and \$4,686,205.00 in Proposition 84 for the development of the Ord and Yale Park project.

Purchase and Sale Agreement Amendment:

The Office of the City Attorney is preparing an amendment to the PSA that will reflect the current value and acreage of the parcel. Said values and acreage was obtained and based on the survey prepared by BOE Survey Division. BOE Survey Division identified and surveyed the portion that is to be acquired. The PSA for the acquisition of a portion of APN: 5407-025-017 was executed on September 30, 2013.

Request for Extension of Time:

If approved by the Board, the extension of time will allow for the completion of the acquisition of the portion of the parcel identified by APN: 5407-025-017. The additional time will allow the owner to complete all required lot line adjustments and clearance of any and all outstanding title and lien issues.

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Environmental Impact:

A Phase I Environmental Site Assessment has not been performed for the project site. However, a Phase II Site Investigation was prepared to assess the presence of any subsurface soil contamination, and determined that no evidence of significant soil contamination was observed or measured during the collection of the soil samples. Additionally, analytical results did not indicate the presence of significant contaminants. Minor levels of volatile hydrocarbon contamination at nonhazardous levels were found in a few borings. The use of the site for a park is not compromised by these findings. It should be noted that staff has ordered a Phase I Environmental Site Assessment for the project site in order to satisfy requirements to qualify for liability protection under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). It is estimated that this assessment will be completed prior to the execution of the amendment to the PSA.

Staff has determined that the subject project consists of the acquisition of property with the intent to preserve open space for park purposes, and the construction of new small structures (i.e., play equipment, a small accessory building, benches, and tables). The project would otherwise not involve any unusual circumstances, sensitive environments, scenic or historic resources that would result in significant and/or cumulative environmental impacts. Therefore, the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA), pursuant to Article II, Section 1, Class 3(6) of the City CEQA Guidelines, and Article 19, Section 15325, Class 25(f) of the State CEQA Guidelines. A Notice of Exemption (NOE) was previously filed by CRA with the Los Angeles County Clerk on February 19, 2010, for the acquisition and development of the park in connection with the Proposition 84 grant. In addition, a NOE was filed on June 27, 2012 for the acquisition and development of the property in connection with a Proposition K grant. However, a new NOE reflecting the revised project scope for the acquisition of a portion of parcel APN: 5407-025-017 will be filed when the final area to be acquired is determined. The new NOE will not be filed until a description of the portion of the fourth parcel has been identified. However, this would not change the determination that the project is exempt from CEQA.

In addition to the Office of Council District 1, the Assistant General Manager of RAP and RAP Superintendent for the Metro Region have been consulted and concur with staff's recommendations.

FISCAL IMPACT STATEMENT:

At this time, the impact to the RAP's General Fund is the cost for acquisition, estimated at \$159,745.96, which includes \$10,000.00 in closing costs. As indicated in the Summary of this Report, the final design of the proposed park has not been determined and will be presented to the Board for final approval at a later time. Once this project is completed, operational maintenance costs will be determined. Upon project completion, a request for funding will be submitted in future RAP annual budget requests.

REPORT OF GENERAL MANAGER

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This Report was prepared by John Barraza, Management Analyst II of Real Estate and Asset Management Unit, Planning, Construction and Maintenance Branch.

REPORT OF GENERAL MANAGER

NO. 14-235

DATE: September 3, 2014

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: JOY PICUS CHILD CARE CENTER – REQUEST FOR PROPOSALS

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



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

That the Board:

1. Approve the Joy Picus Child Care Center Request for Proposals (RFP), substantially in the form on file in the Board Office, for a five (5) year contract, with one (1) five (5) year option to extend, subject to review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFP to the City Attorney for review and approval as to form; and,
3. Direct staff, subsequent to City Attorney review and approval, to advertise the RFP and conduct the RFP process.

SUMMARY:

The Joy Picus Child Care Center (JPCCC) is located at 111 East First Street, Los Angeles, 90012, within the City Hall South building. JPCCC is currently licensed to provide child care services for up to eighty-six (86) children and primarily serves the children of City employees. The building is owned by the City of Los Angeles (City) and under the jurisdiction of the Department of General Services (GSD), who will provide building maintenance and repair services. The Department of Recreation and Parks (RAP) will maintain the exterior landscape and administer the new contract (Contract) to be awarded through the proposed Request for Proposals (RFP) process.

Contract Number C-115491 between Mount Washington Preschool and Child Care Center, Inc.. (MWPCCC) and the City of Los Angeles for the operation of the JPCCC, became effective on July 1, 2009, and was scheduled to terminate on June 30, 2014. On January 22, 2014, the Board

REPORT OF GENERAL MANAGER

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of Recreation and Park Commissioners (Board) approved an amendment to exercise the first one-year option to extend Contract Number C-115491 for one (1) year (Board Report No. 14-013). On February 5, 2014, the Mayor approved the amendment and recommended that Council authorize RAP to execute the amendment. On April 8, 2014, Council approved and authorized RAP to execute the amendment (Council File No. 14-0061-S1). The amendment allows sufficient time for staff to develop and process the RFP to identify potential service providers for consideration under the new Contract.

Background

The City has provided City employee child care services at JPCCC since January 1988. The Personnel Department was initially responsible for the administration of JPCCC. In September 1995, the administration of JPCCC was transferred to the Commission for Children, Youth and their Families (CCYF). In 2009, CCYF was transitioned into the Department of Human Services (DHS).

In 2010, DHS was dissolved and functions of CCYF were consolidated with the Citizens' Unit for Participation, renamed the Commission on Community and Family Services, and transferred to the Community Development Department (CDD). Also in 2010, the Mayor and Council transferred the administration of JPCCC to RAP (Council File No. 10-0706).

The current operator, MWPCCC, was selected by CCYF through an RFP process. The resulting Contract Number C-115491, authorizes MWPCCC to pay a reduced rental rate of \$1.00 per year for the exclusive use of space at City Hall South. The operator selected under this current RFP will receive the same authorization to pay the reduced rental rate of \$1.00 per year during the term of the new Contract. The City, through GSD, provides additional considerations to MWPCCC to operate JPCCC (e.g., building maintenance, custodial services, utilities, equipment, and parking for parent/customers of MWPCCC). The Information Technology Agency (ITA) provides voice and data units and cabling, telephone system hardware and equipment, and repair and maintenance of the security system. GSD and ITA will continue to provide such considerations for the RFP selected operator under the new Contract. RAP will continue to be responsible for the administration of the new JPCCC Contract, as instructed by the Mayor and Council in 2010, and will continue to provide landscape maintenance to the exterior grounds of JPCCC.

Request for Proposals (RFP)

Proposals will be evaluated in two (2) Levels. Level I will be a check and review by RAP staff for required compliance and submittal documents; Level II will be an evaluation of the proposals by a panel comprised of qualified persons, which may include non-RAP employees.

For the purpose of evaluation, the proposals responsive to Level I will be evaluated on the following criteria (Level II):

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1. Background and Experience (30 Points)
2. Proposed Operating Budget (20 Points)
3. Proposed Client Fee Schedule (20 Points)
4. Proposed Child Care Center Plan (30 Points)

Proposal and Contractual Provisions

1. Proposal Deposit: A \$2,000 proposal deposit will be required with the submission of each proposal.
2. Term: Five (5) years, with one (1) five (5) year option exercisable at the mutual consent of the Board and the selected contractor, subject to the approval of the Mayor and Council.
3. Hours / Dates of Operation: The selected contractor will ensure that JPCCC is open from 6:30 a.m. to 6:00 p.m., Monday through Friday, excluding City recognized holidays.
4. Licensing: The selected contractor will be required to obtain and maintain a State of California Child Care License for JPCCC and remain in good standing.
5. Accreditation: The selected contractor will be required to obtain National Association for the Education of Young Children (NAEYC) accreditation during the first five-year term of the new Contract and maintain throughout the term of the Contract.
6. Reports: Each year during the term of the Contract, the selected contractor must submit:
 - a Proposed Annual Budget by the first day of April for the following fiscal year;
 - an Annual Audited Statement by the first day of December; and,
 - Quarterly Reports which shall contain a Budget to Actual Report of actual revenues and expenditures, an enrollment list, child applicant waiting list, and staffing list.

The RFP documents will be advertised in periodicals; made available on the RAP website; and posted on the Los Angeles Business Assistance Virtual Network (BAVN). A proposer's conference will be held approximately one (1) month after the release of the RFP in order to provide potential proposers with a review of the compliance and submittal documents. The anticipated time of completion for the RFP process is approximately ten (10) to twelve (12) months.

Staff recommends that the Board approve the release of this RFP in order to identify a

REPORT OF GENERAL MANAGER

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responsible and capable entity to provide child care services at JPCCC prior to the expiration of Contract Number C-115491 on June 30, 2015.

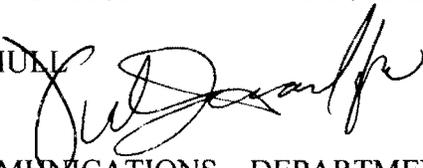
FISCAL IMPACT STATEMENT:

Releasing and conducting the Request for Proposal process has no impact to RAP's General Fund.

This report was prepared by Robert Morales, Senior Management Analyst II, Partnership Division.

CITY OF LOS ANGELES
Department of Recreation and Parks

September 3, 2014

TO: BOARD OF RECREATION AND PARK COMMISSIONERS
FROM: MICHAEL A. SHULL
General Manager 
SUBJECT: VARIOUS COMMUNICATIONS – DEPARTMENT RESPONSES

At the Board of Recreation and Park Commission meeting of August 13, 2014, Commissioner Misty A. Sanford requested the status of responses to certain communications listed on the Various Communications Report (14-216), which had been received by the Board Office and referred to the General Manager. Below is a listing of these communications and the corresponding item numbers from Report 14-216 and the status of the Department's response:

<u>From:</u>	<u>BC # / W.A. #:</u>	<u>Status:</u>
35) Indra Lowenstein, relative to poison found in parks.	7298a / 14215	Verbal report from Acting Asst. General Manager Ramon Barajas
40) Nine residents, relative to "homeless encampments along the Arroyo Seco."	7305a-i / 14222	Verbal report from Acting Asst. General Manager Ramon Barajas
42) Two hundred forty-two signers of a petition, relative to St. Andrews Recreation Center's baseball field.	7311 / N/A	Verbal report from Acting Asst. General Manager Ramon Barajas
44) Zaieda Jackovich, relative to alleged bullying at Winnetka Recreation Center.	7314 / 14223	Verbal report from Asst. General Manager Kevin Regan; Department has responded (see attached memo of August 8, 2014)
45) Alfred Locke, relative to the Drum Barracks Civil War Museum.	7315 / 14224	Verbal report from Superintendent Mark Mariscal

CITY OF LOS ANGELES
DEPARTMENT OF RECREATION AND PARKS

September 3, 2014

TO: BOARD OF RECREATION AND PARK COMMISSIONERS

FROM:


MICHAEL A. SHULL
General Manager

SUBJECT: COMMUNITY TRANSFORMATION GRANT - CREATIVE OPEN SPACE
LOS ANGELES

BACKGROUND

The City of Los Angeles, Department of Recreation and Parks (RAP), has received grant funding through the Proposition 84 Urban Greening Planning Grant and has partnered with the Community Health Councils (CHC) who were recipients of a Center for Disease Control (CDC) Community Transformation Grant (CTG) to develop open space plans for five Community Plan Areas (CPAs) throughout the City of Los Angeles. These CPAs include Arleta-Pacoima, Downtown, Boyle Heights, South East Los Angeles and Wilmington-Harbor City. These CPA areas are traditionally considered 'underserved' communities. Though acting as the lead agency for the development of this plan, RAP is not the responsible agency for many of the implementation recommendations that will be made in the Final Report.

As a partner with this grant RAP has been working closely with thirteen (13) additional organizations in achieving the over-arching goals of the CTG grant. While RAP is the only public organization in this partnership, other organizations include some of our traditional partners such as The Trust for Public Land, Pacoima Beautiful, and Jubilee Consortium.

The goal of these Plans is to identify priority open space typologies and opportunity sites by District within each CPA, as that there is no 'one-size-fits-all' solution within these large geographies that would suit each neighborhood's distinct needs. For example, Skid Row has open space needs which are distinct from the rest of the Downtown area as does Watts from the balance of South East Los Angeles.

While the City of Los Angeles, and RAP, have made tremendous efforts in the recent past to address the deficiency of open space there is still a tremendous amount of work to be done.

Although there have been some stunning successes, such as the recently opened Grand Avenue park, the price of the real estate combined with a lack of available large lots make traditional park and open space planning increasingly challenging. Therefore we must look to alternative forms of urban open spaces and prioritize them accordingly. Some suggestions provided for community members to consider include pocket parks, parklets, green alleys, pedestrian malls, community gardens, street trees, farmers markets, and street amenities. These suggestions offer alternative ways to make urban life more habitable when a traditional neighborhood or community park is not feasible.

This project is intended to be a ‘foot-in-the door’ or the ‘groundwork’, in order to define and prioritize forms of open space that may be appropriate in urbanized areas. This project has been completely community driven through a combination of public outreach, community meetings, surveying, data compilation, and mapping. While this grant was only for the planning process it is hoped that, by having a balanced plan in place, that additional implementation grant funding may be sought and awarded.

Current Status

This is a presentation of these five (5) draft Open Space Vision Plans. The final product is due to the Center for Disease Control (CDC) no later than September 30, 2014 in order to fulfill the requirements of the Community Transformation Grant.

This Report was prepared by Melinda Gejer, City Planning Associate, Planning, Construction and Maintenance Branch.

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:

9/23/14 Central Recreation Center Pool & Bath House Renovation (W.O. #E1907620)

PROPOSALS TO BE RECEIVED:

None

QUALIFICATIONS TO BE RECEIVED:

None