

## AGENDA

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

Wednesday, April 1, 2015 at 9:30 a.m.

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

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SYLVIA PATSAOURAS, PRESIDENT  
IRIS ZUÑIGA, VICE PRESIDENT  
LYNN ALVAREZ, COMMISSIONER  
MELBA CULPEPPER, COMMISSIONER  
MISTY M. SANFORD, COMMISSIONER

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

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

1. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meeting of March 19, 2015

2. GENERAL MANAGER'S REPORTS:

- |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15-061 | Various Communications                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 15-062 | National Recreation and Park Association 2015 Out-Of-School Time Grant – Retroactive Authorization to Submit Grant Proposal; Acceptance of Grant Funds                                                                                                                                                                                                                                                                                                           |
| 15-063 | Monitor Avenue Park – Naming Monitor Avenue Park as Watts Serenity Park                                                                                                                                                                                                                                                                                                                                                                                          |
| 15-064 | Mid-Valley Intergenerational Multipurpose Center (#21063) (W.O. #E170239F); Hollywood Recreation Center – Pool and Pool Building (#1402B) (W.O. #E170344F); Southeast Valley Roller and Skateboard Rink – Phase I (Skateboard Rink/Skatepark) Project (W.O. #E170125F) and St. Andrews Recreation Center – Outdoor Sports Development (W.O. #E170302F) – Acceptance and Release of Stop Payment Notices on Construction Contract Nos. 3442, 3454, 3387, and 3446 |
| 15-065 | As-Needed Heating, Ventilation and Air Conditioning (HVAC) Construction, Retrofit, Maintenance and/or Repair – Award of Contracts                                                                                                                                                                                                                                                                                                                                |

April 1, 2015

- 15-066 As-Needed Electrical Construction, Retrofit, Maintenance and/or Repair Services – Award of Contract
- 15-067 Proposition K – L.A. for Kids Program 9<sup>th</sup> Funding Cycle Grant Proposals – Authorization to Submit Grant Applications; Resolution
- 15-068 Venice Beach – Public Safety Camera Project (PRJ20875) – Authorize Use of the City of Corona’s Selection Process for the Design, Labor, Material and Services of Security Camera System with Leverage Information Systems, Inc.

3. UNFINISHED BUSINESS:

- 15-042 As-Needed Heating, Ventilation and Air Conditioning (HVAC) Construction, Retrofit, Maintenance and/or Repair – Award of Contracts (Original Date 3/4/15) – **TO BE WITHDRAWN**
- 15-043 As-Needed Electrical Construction, Retrofit, Maintenance and/or Repair Services – Award of Contract (Original Date 3/4/15) – **TO BE WITHDRAWN**
- 15-056 Baldwin Hills Recreation Center – Amendment to Joint Use Agreement with the Los Angeles Unified School District to Extend Term by Ten Years and Reduce the Size of the Joint Use Area (Original Date 3/19/15)
- 15-057 Baldwin Hills Recreation Center – Installation of a Universally Accessible Ball Field Donated by the Los Angeles Dodgers Foundation, LA84 Foundation and Cal Ripken Sr. Foundation (Original Date 3/19/15)

4. COMMISSION TASK FORCES:

- Commission Task Force on Concessions Report – Commissioners Alvarez and Zuñiga
- Commission Task Force on Facility Repair and Maintenance Report – Commissioners Culpepper and Sanford

5. GENERAL MANAGER’S ORAL REPORT:

Report on Department Activities and Facilities

6. PUBLIC COMMENTS:

Any comments that require a response or report by staff will be automatically referred to staff.

7. FUTURE AGENDA ITEMS:

April 1, 2015

Requests by Commissioners to Schedule Specific Items on Future Agendas

8. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, April 15 2015, 9:30 a.m., at EXPO Center, 3980 S. Bill Robertson Lane, Los Angeles, CA 90037.

9. ADJOURNMENT:

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

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

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

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

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

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

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

REPORT OF GENERAL MANAGER

NO. 15-061

DATE April 01, 2015

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 Memorandum of Understanding with the Friends of Runyon Canyon Foundation, Inc., to support Runyon Canyon Park.

Referred to staff for further processing.  
(Report No. 14-278)

2) Mayor, relative to a proposed Supplemental Agreement to the Contract with Kids in Sports Los Angeles for a Youth Sports Program at four Recreation Centers.

Referred to staff for further processing.  
(Report No. 14-293)

3) Mayor, forwarding Executive Directive No. 6: Support for the Film Industry.

Referred to General Manager.

4) Councilmember Bonin, relative to Venice Beach projects.

Note and File.  
(Report Nos. 15-035 and 15-036)

REPORT OF GENERAL MANAGER

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NO. 15-061

5) City Clerk, relative to a Los Angeles County Safe Neighborhood Parks Proposition A Excess Funds grant for the Plaza De La Raza General Improvements Project.

Referred to General Manager.  
(Report No. 15-002)

6) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending February 20, and February 27, 2015.

Note and File.

7) Five entities, relative to the Greek Theatre Concession.

Note and File.  
(Report No. 15-049)

8) Joyce Dillard, relative to a proposed event at Griffith Observatory.

Note and File.  
(Report No. 15-047)

9) Oscar Moller, relative to the girls basketball league at Mar Vista Recreation Center.

Referred to General Manager.

10) Heather Hamza, relative to pot smokers on "dirt Mullholland" near Griffith Park.

Referred to General Manager.

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

REPORT OF GENERAL MANAGER

NO. 15-062

DATE: April 1, 2015

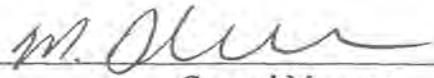
C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: NATIONAL RECREATION AND PARK ASSOCIATION 2015 OUT-OF-SCHOOL TIME GRANT – RETROACTIVE AUTHORIZATION TO SUBMIT GRANT PROPOSAL; 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 retroactively the submission of an application for a 2015 Out-of-School Time Grant from the National Recreation and Park Association (NRPA) to augment funding for the Department of Recreation and Parks' (RAP) 2015 Summer Lunch Program, as described in the Summary of this Report, in the amount up to \$10,000.00, subject to the approval of the Mayor and the City Council;
2. Direct staff to transmit a copy of the grant proposal 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 Los Angeles Administrative Code Section 14.6 et seq. as may be amended;
3. Authorize RAP's General Manager to accept and receive the NRPA's 2015 Out-of-School Time Grant, if awarded, in an amount up to \$10,000.00, to supplement the Summer Lunch Program in 2015, 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 request, which may be necessary for the completion of the program; and,

REPORT OF GENERAL MANAGER

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NO. 15-062

5. Authorize RAP's Chief Accounting Employee to establish the necessary account and to appropriate funding received to the necessary account within "Recreation and Parks Grant" Fund 205 to accept the NRPA grant in the approximate amount of \$10,000 for the Summer Lunch Program, if awarded.

SUMMARY:

RAP received electronic notice from NRPA of the 2015 Out-of-School Time grant program, with a deadline to apply of March 5, 2015. NRPA has offered similar small and mid-sized grants supplementing summer youth programs in past years, with RAP most recently receiving an award of \$25,000.00 under such a program in 2014, which was used to implement a healthy eating education component of the Summer Lunch Program. For 2015, NRPA offered to 2014 recipients a renewal option of up to \$10,000.00 to continue the healthy eating education and support greater awareness of free healthy lunch programs. Only agencies who were awarded grants in 2014 are eligible to apply for the renewal.

Similarly to last summer's program, the focus of the NRPA's grant funding this summer is to support children's health through park and recreation out-of-school time programs with three (3) main goals:

- Increase the number of healthy meals children in low-income communities receive through the Summer Food Service Program (SFSP) during out-of-school times.
- Provide evidence-based, age-appropriate nutrition literacy to children that create behavior change by teaching the importance of healthy eating.
- Implement nutrition and physical activity standards that increase access to healthier foods and increase opportunities for physical activity.

The RAP Summer Lunch Program provides almost 200,000 free nutritious lunches to children ages 1 to 18 at 104 recreation centers that are located in low to moderate income, at-risk areas throughout the City of Los Angeles. This Lunch Program operates integrally with the summer recreational programming offered at the same sites and children who receive Summer Lunches are provided information on the recreational classes and activities. Pairing the nutrition program with opportunities for healthy exercise, a positive social environment, and strong adult mentoring provides a well-rounded program that promotes a healthy lifestyle in our communities.

This grant from NRPA will enhance the Summer Lunch Program. A portion of the grant funding will pay for the training and assignment of dedicated staff who will build rapport with participants and bring a concentrated effort that would be superior to assigning existing staff with an additional task. Their nutritional knowledge and on-the-ground experience will not only improve the current Summer Lunch Program but could provide value after the grant period.

REPORT OF GENERAL MANAGER

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NO. 15-062

The grant will provide additional resources to market the Summer Lunch Program, including colorful banners and flyers in English and Spanish for distribution to schools, libraries, other community organizations. Currently, RAP issues media releases and posts the information on the City's website. The program staff also reaches out to community organizations on a local basis so that individual sites make the information available to their local community. With the grant, RAP can again pay for some radio advertising in 2015, which is planned for Spanish-language stations.

FISCAL IMPACT STATEMENT:

Acceptance of this grant will have no impact on the General Fund as all expenses for the required nutrition education component and the cost of additional Summer Lunch Program marketing will be funded through the grant

This report was prepared by Linda Barth, Senior Management Analyst II, Partnership Division

REPORT OF GENERAL MANAGER

NO. 15-063

DATE April 01, 2015

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MONITOR AVENUE PARK – NAMING MONITOR AVENUE PARK AS WATTS SERENITY PARK

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

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

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

RECOMMENDATIONS:

That the Board:

1. Grant approval to re-name Monitor Avenue Park as “Watts Serenity Park”; and,
2. Authorize the installation of appropriate park signage.

SUMMARY:

Monitor Avenue Park is a new one-acre park project located in the Watts neighborhood at 114<sup>th</sup> Street and Monitor Avenue. This is a park that was developed as part of the 50 Parks Initiative in partnership with the Trust for Public Land (TPL), who received grant funding through The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84) for the acquisition and development of the park. The grand opening for the park was held on January 31, 2015. The park: includes a children's playground, adult fitness zone, skate park, public art and landscaping.

TPL has been instrumental in the creation of this park. As part of the creation process, several community meetings were held regarding the design and naming of the park. Though the park had been administratively named Monitor Avenue Park in keeping with the Department of Recreation and Parks’ (Department) policy, the community expressed interest in participating in a park-naming process. After reviewing the criteria in the Board of Recreation and Park Commissioner’s (Board) adopted policy on park naming, several community meetings were held to discuss possible names for the park. Community members were able to suggest park names over a period of time and through a variety of methods. When ‘election day’ ballots were tabulated nearly fifty (50)

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of voters were in favor of naming the new park “Watts Serenity Park”. Please see the attached letter of request detailing the voting process from TPL attached hereto as Exhibit A.

Staff has evaluated the proposed naming and finds it to be in compliance with the Board adopted Naming Policy, Procedures and Guidelines for Parks and Recreational Facilities as the name “Watts Serenity Park” is neutral in connotation and is representative of the surrounding neighborhood.

Department management and staff are in support with the recommendations as set forth by the Department. This proposal was reviewed by the Facility Repair and Maintenance Task Force at March 4th, 2015 meeting at which time was recommended that the proposal be forwarded to the full Commission for consideration.

Staff has determined that the subject project is exempt from provisions of the California Environmental Quality Act (CEQA), pursuant to Article III, Section 1, Class 11 (1), of the City CEQA guidelines, which provides for placement of signs on park property as accessory structures to recreational facilities.

FISCAL IMPACT STATEMENT:

There shall be no fiscal impact to the Department for the naming of this park as the park signage will be paid for through the Proposition 84 funds.

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

## Watts Serenity Park Naming Process Summary

Community Proposed Park Name:  
**Watts Serenity Park**

### *Community Outreach and Naming Process:*

The Proposed Name was decided upon through a community election. The process for this vote began with The Trust for Public Land collecting name suggestions over a three week period. During this time, community members could suggest any park name by submitting it one of three ways: in a ballot box left at Macedonia Baptist Church, one block from the park site, on a Facebook Page set up for the Community Naming Process, or by mail sent to The Trust for Public Land. Flyers with information on the voting process and how to submit name suggestions were distributed throughout the community by key members and partners, including Councilman Joe Buscaino's Office, and were left at integral community spaces such as the local library and schools. In addition, two large banners (five feet by eight feet) were hung at the park site to inform the community of the voting process. All outreach materials were created in both English and Spanish. The Trust for Public Land received a total of twenty-one name suggestions, all of which were brought to the community to vote on.

The Park Name vote was held on Saturday, December 20<sup>th</sup> at Macedonia Baptist Church, and was open for three hours, from 9:00 AM to Noon. Poster boards were placed outside the church to direct voters into the lobby, and a community member walked outreach flyers around the neighborhood the day before, as well as the day of, the election to remind the community to come and vote. Ballots included voting rules, including one vote per ballot and one ballot per person, were prepared in both English and Spanish, and once filled out, were placed inside a locked ballot box.

Ballots were tallied at 12:05 PM, and a total of forty-four votes were cast. No absentee ballots were counted. Out of all the votes, twenty-one were for "Watts Serenity Park". The name with the next highest number of votes was "Harmony Park", with five votes. "Watts Serenity Park" was the clear winner from the community vote process with nearly half the total votes.

### *Nexus/Appropriateness of the name to the site:*

This park means a great deal to the Watts community, and should therefore have a name that reflects their aspirations and desires for the space. The name, "Watts Serenity Park", fits with the need for the community to have a place they can retreat to and reflect in. One community member spoke of what the name meant to him, in relating the feeling of serenity that comes with visiting green spaces such as Griffith Park, filled with trees and plants, and looking forward to the opportunity to have a similar piece of nature in his neighborhood.

### *Funding source for the appropriate park signage:*

Provided by Prop 84 grant that is paying for the park construction.

REPORT OF GENERAL MANAGER

NO. 15-064

DATE April 01, 2015

C.D. 6, 8, 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MID-VALLEY INTERGENERATIONAL MULTIPURPOSE CENTER (#21063) (W.O. #E170239F); HOLLYWOOD RECREATION CENTER – POOL AND POOL BUILDING (#1402B) (W.O. #E170344F); SOUTHEAST VALLEY ROLLER AND SKATEBOARD RINK – PHASE I (SKATEBOARD RINK/SKATEPARK) PROJECT (W.O. #E170125F) AND ST. ANDREWS RECREATION CENTER – OUTDOOR SPORTS DEVELOPMENT (W.O. #E170302F) – ACCEPTANCE AND RELEASE OF STOP PAYMENT NOTICES ON CONSTRUCTION CONTRACT NOS. 3442, 3454, 3387, AND 3446

*for*  
R. Adams  
\*R. Baraja  
H. Fujita

*CD*

V. Israel \_\_\_\_\_  
K. Regan \_\_\_\_\_  
N. Williams \_\_\_\_\_

*[Signature]*  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Accept the following two (2) Stop Payment Notices on Contract Nos. 3442 and 3454 respectively and direct staff to withhold the amounts claimed, plus an additional sum equal to 25% thereof, to defray any costs of litigation in the event of court action, if said amounts of said funds are available, and to notify the contractors, sureties, and other interested parties that the amount of said claims plus 25% will be withheld; and,
2. Accept the following Release of an Amended Stop Payment Notice on Contract No. 3387 and a Partial Release of a Stop Payment Notice, on Contract No. 3446.

SUMMARY:

STOP PAYMENT NOTICES:

The Department is in receipt of two (2) legal notices to withhold construction funds, pursuant to California Civil Code Sections 8044, 9100, 9350, 9352, and 9354 on the following contracts:

REPORT OF GENERAL MANAGER

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Contract 3442 CD 6  
Mid-Valley Multipurpose Intergenerational  
Center (#21063) (W.O. #E170239F1) Project  
Project Status: Construction  
Project Impact: none  
General Contractor: Mallcraft, Inc.  
Claimant: Eckles Construction, Inc.  
Amount: \$10,548.86

Contract 3454 CD 13  
Hollywood Recreation Center – Pool and Pool  
Building (#1402B) (W.O. #E170344F) Project  
Project Status: Construction  
Project Impact: none  
General Contractor: Morillo Construction, Inc.  
Claimant: Dancro Corp.  
Amount: \$128,154.00

RELEASE OF STOP PAYMENT NOTICES:

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:

Contract 3387 CD 6  
Southeast Valley Roller and Skateboard Rink –  
Phase I (Skateboard Rink/Skatepark)  
(W.O. # E170125F) Project  
Project Status: Construction  
Project Impact: none  
General Contractor: California Landscape &  
Design, Inc.,  
Claimant: Champion Paving, Inc.  
Amount: \$10,005.65

The Department is in receipt of a Partial Release of Stop Notice filed by McWil Sports Surfaces, Inc. The amount currently being withheld for the original stop notice is \$136,108.00. The Board's acceptance of this Partial Release of Stop notice will leave a remaining balance of \$8,248.00 to be withheld. The acceptance of the Partial Release of Stop Notice releases the Board from any and all liability for withholding these funds from the general contractor or the surety:

Contract 3446 CD 8  
St. Andrews Recreation Center – Outdoor  
Sports Development (W.O. #E170302F)  
Project Status: Construction  
Project Impact: none  
General Contractor: Pima Corporation  
Claimant: McWil Sports Surfaces, Inc.  
Amount: \$136,108.00  
Presently on Hold:  
Balance to be Withheld: \$8,248.00

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FISCAL IMPACT STATEMENT:

There is no fiscal impact to the Department's General Fund, as funds have already been appropriated for this purpose.

This Report was prepared by Paul Liles, Clerk Typist.

REPORT OF GENERAL MANAGER

NO. 15-065

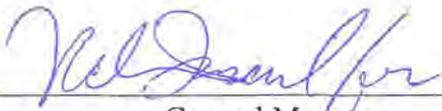
DATE April 01, 2015

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED HEATING, VENTILATION AND AIR CONDITIONING (HVAC) CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIR – AWARD OF CONTRACTS

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. Find, as the contracting authority, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that these contracts are for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character and competitive bidding is not practicable or advantageous because it is necessary for the Department of Recreation and Parks (Department) to be able to call on contractors to perform Heating, Ventilation and Air Conditioning (HVAC) Construction, Retrofit, Maintenance and/or Repair Services as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed;
2. Find, as the contract awarding authority, in accordance with Charter Section 371(e)(10) and Los Angeles Administrative Code Section 10.15(a)(10), that the use of competitive bidding would be undesirable, impractical or impossible or otherwise excused by common law because, unlike the purchase of a specified product, there is no single criterion such as price comparison, that will determine which proposer can best provide the HVAC Construction, Retrofit, Maintenance and/or Repair Services required by the Department;
3. Find, in accordance with Charter Section 372 and Los Angeles Administrative Code Section 10.17, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or

REPORT OF GENERAL MANAGER

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NO. 15-065

compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price, and expertise, and that it is therefore necessary to have several as-needed contractors for these types of services available when called upon by the Department to perform service;

4. Find, as the contract awarding authority in accordance with Charter Section 1022, that the Department does not have, available in its employ, personnel with sufficient time or necessary expertise to undertake HVAC Construction, Retrofit, Maintenance and/or Repair projects in a timely manner, therefore it is more economical and in the Department's best interest, to secure these services by contract with several contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed;
5. Approve the selection process for the selection of qualified contractors;
6. Approve a proposed Personal Services Contract (Contract), substantially in the form on file in the Board Office, between the City and two (2) firms for As-Needed HVAC Construction, Retrofit, Maintenance and/or Repairs Services for a three (3) year contract, specifying the terms and conditions, subject to approval of the Mayor and the City Attorney as to form;

Contractors:

- 1) AP Construction Group, Inc.  
15537 Cabrito Road  
Van Nuys, California 91406
  - 2) South Coast Mechanical, Inc.  
2283 East Via Burton  
Anaheim, California 92806
7. Direct the Board Secretary to transmit the Contracts to the Mayor in accordance with Executive Directive No. 3 and concurrently, to the City Attorney for review and approval as to form; and,
  8. Authorize the Board President and Secretary to execute the Contracts upon receipt of the necessary approvals.

## REPORT OF GENERAL MANAGER

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NO. 15-065

### SUMMARY:

The Department is in need of HVAC Construction, Retrofit, Maintenance and/or Repair Services contracts in order to perform current and future construction projects, which current staffing can only provide on a limited basis. Therefore, one (1) or more HVAC Construction Contracts are required. With over four hundred twenty (420) park locations under the jurisdiction of the Department, HVAC Construction Services Contracts are critical to maintaining and expanding our current park facility infrastructures.

This contract will provide the Department with an additional resource to perform HVAC Construction Services to help supplement current City forces. In addition, these Contracts will provide the Department's Planning, Construction and Maintenance Branch a tool to meet current and future HVAC construction projects.

On January 22, 2014, the Board approved a Request for Qualifications (RFQ) for HVAC Construction, Retrofit, Maintenance and/or Repairs (Report No. 14-007), which was released February 11, 2014. On April 22, 2014, the Department received five (5) proposals in response to the RFQ. The responders were:

- 1) Acco Engineering Systems, Inc.
- 2) AP Construction Group, Inc.
- 3) Applied Air Conditioning, Inc.
- 4) South Coast Mechanical, Inc.
- 5) FM Thomas Air Conditioning, Inc.

The various HVAC Construction, Retrofit, Maintenance and/or Repair Services will include, but are not limited to the design, engineer, permitting, installation of HVAC equipment, sheet metal ductwork, registers, platforms, electrical and plumbing with weather tight penetrations of roofs and walls. All work under this Contract will also install complete, fully functional control and energy management systems and startup commissioning with fully completed documentation of all manufacturers' startup sheets and inclusive of Operation and Maintenance (O & M) manuals. Install new or retrofit and/or repair boilers and cooling towers. Incidental related work to HVAC maintenance and installations may include roofing, framing, carpentry, electrical, drywall and painting.

The responders were required to provide evidence of their qualifications by meeting the following requirements:

*\* Responders must have provided a minimum of twenty (20) new HVAC installations performed by their company within the County of Los Angeles within the last ten (10) years. All projects*

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*must have been performed from May 2004 to present. All projects submitted must have been permitted within the County of Los Angeles. Responders must provide the following types/size of HVAC systems:*

<u>Quantity</u>	<u>System Type</u>	<u>Tons</u>	<u>Installation Design/Type</u>
<u>Required</u>			
3	Package Unit/ Gas/Electric	5-20	2-downshot and/or 3 side discharge
2	Package Unit/ Heat Pump	5-20	2-downshot and/or 3 side discharge
3	Package Unit/ Gas/ Electric	10-50	2-downshot and/or 3 side discharge
2	Package Unit/ Heat Pump	10-50	2-downshot and/or 3 side discharge
3	Split Systems (Remote Condenser)/ Mini Split	1-5	For Small Server Room or Office Space
4	Split Systems (Remote Condenser)	5-20	Office Space
3	Split Systems (Remote Condenser)	20-50	For Auditoriums, Gymnasiums and Pools

*Responders MUST have included a minimum five (5) energy management systems and/or built up controls system in larger split systems.*

Only two (2) of the five (5) responders submitted a responsive submittal to this RFQ. Three (3) responders failed to submit a complete submittal and/or failed to qualify, and thus were disqualified from any further review process. The following responders were disqualified because they submitted an incomplete RFQ package submittal response, specific details for the disqualifications can be found in Exhibit A.

- 1) Acco Engineered Systems, Inc.  
6265 San Fernando Road  
Glendale, California 91201
- 2) Applied Air Conditioning, Inc.  
4250 Artesia Ave, Suite B  
Fullerton, California 92833
- 3) FM Thomas Air Conditioning, Inc.  
231 Gemini Avenue  
Brea, California 92821

## REPORT OF GENERAL MANAGER

PG. 5

NO. 15-065

The following responders met the minimum requirements for the RFQ for HVAC Construction, Retrofit, Maintenance and/or Repair Services as specified above:

- 1) AP Construction Group, Inc.  
15537 Cabrito Road  
Van Nuys, California 91406
  
- 2) South Coast Mechanical, Inc.  
2283 East Via Burton  
Anaheim, California 92806

RFQ responses were evaluated solely for the minimum qualifications (as stated in RFQ Document). The minimum qualifications as set forth determined the responder's knowledge and experience to perform the terms and specifications of this Contract. It was found through review and verification by Department staff that the above-listed responder met and/or exceeded the minimum qualifications as set forth in the RFQ.

Once it was determined that the responders had met all of the minimum qualifications, the staff verified with the references provided by the respondents. Questions were posed regarding respondent's ability to produce a quality product that met all necessary standards, in a timely manner. They were also asked whether the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondents who met our minimum qualifications responded favorably to these questions and highly recommended the respective respondent. It was then determined that the above listed respondents should be selected as a pre-qualified HVAC Construction, Retrofit, Maintenance and/or Repair Services contractor and eligible to bid on future Department projects.

The responders who submitted and qualified, performed and passed the City's Business Inclusion Program (BIP) outreach.

A Charter Section 1022 determination report (attached hereto as Exhibit B) was performed by the City's Personnel Department and based on this report and the outreach performed by Department Staff, it was concluded that no other City Department can provide staff to perform HVAC Construction, Retrofit, Maintenance and/or Repair Services.

The Department is seeking authorization for the Board President and Secretary to execute a contract with the two (2) qualified responders, subject to City Attorney and Mayor's approval. The selected pre-qualified contractors are recommended to the Board for up to a three (3) year contracts, in an amount not-to-exceed an annual expenditure of Seven Million Dollars (\$7,000,000) per contract, per contractor. The contract amount is an estimate, and the Department does not guarantee that the

REPORT OF GENERAL MANAGER

PG. 6

NO. 15-065

contract maximum amount will be reached. The Construction, Retrofit, Maintenance and/or Repair Services that the Department is requesting shall be on an as-needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts. (Ref. 03/09)

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, and Proposition 40.

FISCAL IMPACT STATEMENT:

Executing these as-needed contracts has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Contracts Section, Finance Division.

## EXHIBIT A

### REQUEST FOR QUALIFICATION

#### HVAC CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS

<b>"NON RESPONSIVE" RESPONDERS</b>	<b>REASONS FOR 'NON-RESPONSIVENESS'</b>
Acco Engineering Systems	<ol style="list-style-type: none"><li>1) Responder did not answer Question #9 of the Contractor Responsibility Ordinance (CRO), Page 67 of RFQ document,</li><li>2) Responder did not answer Question # 14 of CRO, Page 68.</li></ol>
Applied Air Conditioning, Inc.	<ol style="list-style-type: none"><li>1) Responder did not sign the CRO on page 70 of RFQ document.</li></ol>
FM Thomas	<ol style="list-style-type: none"><li>1) Responder did not sign the Child Care Declaration Statement on Page 83 of RFQ document.</li></ol>

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks
2. Contacts:
- |                                 |                               |                             |
|---------------------------------|-------------------------------|-----------------------------|
| Department: <u>Jimmy Newsom</u> | Phone No. <u>818-679-1453</u> | Fax No. <u>213-202-2612</u> |
| CAO: <u>Jay Shin</u>            | Phone No. <u>213-473-7559</u> | Fax No. <u>213-473-7514</u> |
3. Work to be performed:  
Recreation and Parks is seeking one or more contractors to perform heating/ventilation/air conditioning (HVAC) construction, retrofitting, maintenance and/or repairs on various park buildings, on an as-needed basis. The work includes design, engineering, permitting and installation of HVAC equipment, sheet metal ductwork, registers, platforms, electrical and plumbing with weather-tight penetrations of roofs and walls. The work will include installation of complete, fully functional control and energy management systems and startup commissioning, with fully completed documentation of all manufacturers' startup sheets and operation and maintenance manuals. Incidental related work may include roofing, framing, carpentry, electrical, drywall, and painting.
- Is this a contract renewal?      Yes  No
4. Proposed length of contract: 3 years                      Start Date: Unknown (as soon as possible)
6. Proposed cost of contract (if known): Up to \$7 million (annual ceiling per contractor, per contract)
7. Name of proposed contractor: To be determined
8. Unique or special qualifications required to perform the work:  
The contractors must possess a California Contractor's License "C-20" (Warm Air Heating, Ventilating and Air Conditioning). The contractors must have been in good standing with the California Contractor's License Board under this license for the last 10 years, performing installation service and maintenance of complete, fully functional, light commercial and commercial HVAC systems. The contractors must submit information on a minimum of 20 new HVAC installations performed by the company within Los Angeles County within the last 10 years, including specific types and sizes as set forth in the Request for Qualifications. Their experience must include a minimum of 5 energy management systems and/or built-up controls systems in larger split systems. All projects must have been performed from May 2004 to the present.
9. Are there City employees that can perform the work being proposed for contracting?

Yes                       No

<b>Classification</b>	<b>Department(s)</b>	<b>List Expires</b>
Air Conditioning Mechanic, 3774	Airports, DWP, GSD, Harbor, PW-San, Rec & Parks, Zoo	2/25/15
Air Conditioning Mechanic Supervisor, 3781	Airports, DWP, GSD, PW-San, Rec & Parks	6/3/15
Roofer, 3476	DWP, GSD, Harbor, Rec & Parks	No list
Roofer Supervisor, 3478	GSD, Harbor	No list
Carpenter, 3344	Airports, Conv Ctr, DWP, Fire, GSD, Harbor, Police, PW-San, PW-St Svs, Rec & Parks, Zoo	6/5/15
Sheet Metal Worker, 3775	DWP, Fire, GSD, Harbor, PW-San, Rec & Parks, Zoo	6/30/15

Equipment Operator, 3525	Airports, DWP, GSD, Harbor, PW-San, PW-St Svs, Rec & Parks, DOT, Zoo	6/19/15
Painter, 3423	Airports, Conv Ctr, DWP, GSD, Harbor, Police, PW-San, Rec & Parks, DOT, Zoo	Indefinite
Electrician, 3863	Airports, Conv Ctr, DWP, GSD, Harbor, Police, PW-San, PW-St Svs, Rec & Parks, Zoo	No list
Maintenance & Construction Helper, 3115	Various	3/19/15

If yes,

- Which class(es) and Department(s): See above.
- Is there sufficient Department staff available to perform the work? Yes  No
- Is there a current eligible list for the class(es)? Yes  No  Expiration Date See above.
- Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- Can the requesting department continue to employ staff hired for the project after project completion?  
Yes  No
- 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 below.)

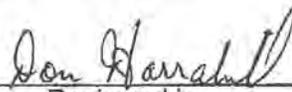
Check if applicable (explanation attached) and send to CAO for further analysis

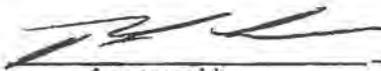
- Project of limited duration would have to layoff staff at end of project  
 Time constraints require immediate staffing of project  
 Work assignment exceeds staffing availability

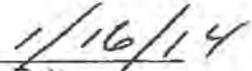
**SUMMARY:**

Recreation and Parks seeks one or more contractors to perform HVAC construction, retrofitting, maintenance and/or repairs to Department facilities. The projects that may be performed under the proposed contract(s) will be short-term in duration (3-9 months). There are City classifications that can perform this work as noted above. Employees in these classifications are not required to possess the HVAC Contractor's license that will be required of the contractors. The Department indicated that it has a small crew that performs HVAC repairs and maintenance, but cannot keep up with the large demand due to limited staff and equipment.

  
 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  
 1/16/14

REPORT OF GENERAL MANAGER

NO. 15-066

DATE April 01, 2015

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS NEEDED ELECTRICAL CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIR SERVICES – AWARD OF CONTRACT

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. Find, as the contract awarding authority, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), that these contracts are for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character and competitive bidding is not practicable or advantageous because it is necessary for the Department of Recreation and Parks (Department) to be able to call on contractors to perform Electrical Construction, Retrofit, Maintenance and/or Repair Services as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed;
2. Find, as the contract awarding authority, in accordance with Charter Section 371(e)(10) and Los Angeles Administrative Code Section 10.15(a)(10), that the use of competitive bidding would be undesirable, impractical or impossible or otherwise excused by common law because, unlike the purchase of a specified product, there is no single criterion such as price comparison, that will determine which proposer can best provide the electrical construction, retrofit, maintenance and/or repair services required by the Department;
3. Find, in accordance with Charter Section 372 and Los Angeles Administrative Code Section 10.17, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price, and expertise, and that it is

REPORT OF GENERAL MANAGER

PG. 2

NO. 15-066

therefore necessary to have several as-needed contractors for these types of services available when called upon by the Department to perform service;

4. Find, as the contract awarding authority in accordance with Charter Section 1022, that the Department does not have, available in its employ, personnel with sufficient time or necessary expertise to undertake Electrical Construction, Retrofit, Maintenance and/or Repairs in a timely manner, therefore it is more economical and in the Department's best interest, to secure these services by contract with several contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed;
5. Approve the selection process for the selection of qualified contractors;
6. Approve a proposed Personal Services Contract (Contract), substantially in the form on file in the Board Office, between the City of Los Angeles (City) and Electro Construction Corporation for Electrical Construction, Retrofit, Maintenance and/or Repair Services specifying the terms and conditions for a three (3) year contract, subject to approval of the Mayor and the City Attorney as to form;
7. Direct the Board Secretary to transmit the Contract to the Mayor in accordance with Executive Directive No. 3 and, concurrently to the City Attorney for review and approval as to form; and,
8. Authorize the Board President and Secretary to execute the contracts upon receipt of the necessary approvals.

SUMMARY:

The Department requires as-needed Electrical Construction, Retrofit, Maintenance and/or Repair Services contracts in order to perform current and future construction projects such as the installation of new and/or retrofit old sports field lighting. Many of our park facilities require continued electrical upgrades and modifications, in order to maintain a safe, productive and efficient operation. The minimum qualifications as described in more detail below were established to address the highest and most complex needs of the Department.

It is imperative that the Department develop and award this contract in order to continue its general facility electrical upgrades and new construction demands. Currently the Department does not have the expertise and equipment to install new sports field lighting equipment, and although we may be able to perform some or none of the facility Electrical Construction, Retrofit, Maintenance and/or Repair Services, we are severely under staffed and currently cannot perform all of the work at our

REPORT OF GENERAL MANAGER

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park facilities. Having access to on-call, pre-qualified contractors who specialize in this type of work will help ensure our facilities are maintained in a safe operating condition with reduced interruption to public use when electrical construction, retrofit, maintenance and/or repairs are needed. The pre-qualified contractor will work as support to the Department's Planning, Maintenance and Construction staff and will be called upon on an as-needed basis.

The Department operates over four (400) hundred park properties throughout the City of which over one hundred twenty (120) have sports field lighting amenities, servicing more than a million patrons every year, with approximately two-thirds (2/3) of them being more than forty (40) years old. Our park facilities and sports lighting infrastructure is in constant need of electrical improvements, updating and/or rehabilitation. The Department's electrical construction staff does not have the skill, knowledge and/or equipment to perform mid-to-large-scale electrical construction and retrofit projects.

A Charter Section 1022 determination report (attached hereto as Exhibit B) was performed by the City's Personnel Department and based on this report and the outreach performed by Department Staff, it was concluded that no other City Department can provide staff to perform Electrical Construction, Retrofit, Maintenance and/or Repair Services.

The proposed electrical Contractor has demonstrated the required special electrical knowledge and skills that are required for new installation and/or retrofit of our Park lighting infrastructure, which includes but is not limited to baseball, football, soccer field lighting and towers, lighting controllers, facility gym lighting, sports field lighting fixtures up to seventy (70) feet high and electrical knowledge and skills of recreation facility infrastructure.

On September 3, 2014, the Board approved a Request for Qualification (RFQ), which was released on September 4, 2014. On October 28, 2014, the Department received one (1) proposal in response to the Request for Qualifications for Electrical Construction, Retrofit, Maintenance and/or Repairs.

- 1) Electro Construction Corp.  
3021 Rowena Avenue  
Los Angeles, California 90039

All Responders were required to provide evidence of their qualifications and were required to meet at least one (1) of two (2) minimum requirements listed below.

- 1) Outdoor Sports Field Lighting: Qualified Responders must have provided a minimum of ten (10) years of installation experience for baseball, football, soccer and other fields lighting. Responder must have performed lighting tower installations seventy (70) feet high. Responder/s must have installed at least ten (10) sports field lighting

## REPORT OF GENERAL MANAGER

PG. 4

NO. 15-066

projects for baseball, football, soccer or other related sports field lightings over the last five (5) years. All sports field lighting installation must have been performed one hundred percent (100%) by Responders.

- 2) Department Facility: Responders must have provided a list of two (2) indoor gymnasium lighting installations over the last five (5) years and provide a list of five (5) outdoor lighting project with a minimum of ten (10) lighting standards, poles and fixtures. Responders must have performed one hundred percent (100%) of the electrical work.

Based on a review of the RFQ submitted by Electro Construction Corporation who is sole Responder to the RFQ, it is staff's assessment that the Responder has met the minimum qualifications for outdoor sports field lighting and Department facility lighting as specified in the RFQ

It should be noted that the RFQ response is used solely to determine whether the Responder meets the minimum qualifications (as stated in RFQ Document). The minimum qualifications, as set forth, determine the responder's knowledge and experience to perform the terms and specifications of this Contract. It was found through review and verification by Department Staff that the above listed responder met and/or exceeded the minimum qualifications as set forth in the RFQ.

Once it was determined that the responder had met all of the minimum qualifications, staff verified the respondents' provided references. Questions were posed regarding respondent's ability to produce a quality product that met all necessary standards, in a timely manner. They were also asked if the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondent, responded favorably to these questions and highly recommend the respective respondent. It was then determined that the above-listed respondent should be selected as a pre-qualified Electrical Construction, Retrofit, Maintenance and/or Repair contractor and eligible to bid on future Department projects.

The responder who submitted and qualified, performed and passed the City's Business Inclusion Program (BIP) outreach.

The Department is seeking authorization for Board President and Secretary to execute a contract with the qualified responder, subject to City Attorney and Mayor's approval. The selected pre-qualified contractor will be recommended to the Board for a three (3) year contract, in an amount not to exceed an annual expenditure of Ten Million Dollars (\$10,000,000.00) per contract, per contractor. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The construction services that the Department is requesting shall be on an as-needed basis; the City, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding

REPORT OF GENERAL MANAGER

PG. 5

NO. 15-066

availability and early termination by Department, as provided in the Standard Provisions for City Contracts.

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, Proposition A, and Proposition 40.

FISCAL IMPACT STATEMENT:

Executing this as-needed contract has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Contracts Unit, Finance Division.

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Jimmy Newsom Phone No. 818-679-1453

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

3. Work to be performed:

Recreation and Parks is seeking one or more contractors to perform electrical construction, retrofit, maintenance, and/or repairs to various facilities on an as-needed basis. The work includes: power and lighting design/construction/retrofit installation; design/construction/retrofit of outdoor sports field lighting which includes installation of light towers up to 70 feet high; design/construction/retrofit of outdoor solar lighting systems; maintenance and/or repairs of baseball, football, soccer and other field lighting installations up to a maximum height of 70 feet; maintenance and/or repairs of basketball, tennis, volleyball courts and other outdoor sports field lighting infrastructure; maintenance and/or repairs of all department facilities and/or other City facilities (power and lighting); and maintenance and/or repairs of all solar system installations.

Is this a contract renewal? Yes  No

4. Proposed length of contract: 3 years Start Date: Unknown (as soon as possible)

6. Proposed cost of contract (if known): Up to \$10 million (annual ceiling per contractor, per contract)

7. Name of proposed contractor: To be determined

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

The contractors must possess a California Contractor's License "C-10" (Electrical Contractor). The contractors must meet a minimum of one of two qualification requirements: 1) They must have a minimum of 10 years of installation experience for baseball, football, soccer and other field lighting. They must have performed lighting tower installations 70 feet high. All sports field lighting installation must have been performed 100% by the contractor. They must provide a list of 10 baseball, football and/or soccer sports field lighting installations over the last 5 years in California. 2) The contractors must provide evidence of the following qualifications: two indoor gymnasium lighting installations with a minimum of 12 fixture replacements, over the last 5 years; and 5 outdoor lighting projects over the last 5 years. All projects must include the installation of at least 10 concrete bases for each project, 10 lighting poles 25 feet high or less, and electrical power race ways. The contractors must have performed 100% of the gymnasium lighting and park lighting installations. For both qualification requirements, all projects must have been performed from August 2009 to the present. The contractors must be and have been in good standing with the California Contractor's License Board for the last 5 years.

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

Yes  No

<i>Classification</i>	<i>Department(s)</i>	<i>List Expires</i>
Electrician, 3863	Airports, DWP, GSD, Harbor, Police, PW-San, PW-St Svcs, Rec & Parks, Zoo	No list
Electrician Supervisor, 3865	Airports, GSD, Harbor, PW-San, PW-St Svcs, Rec & Parks	9/25/15
Electrical Craft Helper, 3799	Airports, DWP, Harbor, Police, PW-San, PW-St Ltg, PW-St Svcs, Rec & Parks, DOT	Indefinite

Construction and Maintenance Supervisor, 3127	Airports, DWP, Harbor, PW-San, PW-St Svcs, Rec & Parks, Zoo	11/15/14
Maintenance & Construction Helper, 3115	Various	3/19/15

If yes,

- a. Which class(es) and Department(s): See above.
- 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 See above.
- d. Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- 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

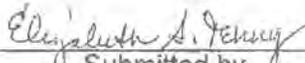
- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform work. (Please see summary below.)

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

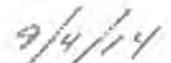
**SUMMARY:**

Recreation and Parks is seeking one or more contractors to perform various electrical construction, retrofitting, maintenance and/or repairs to Department facilities. The projects that may be performed under the proposed contract(s) will be short-term in duration (1-3 months). There are City classifications that can perform the work as noted above. The Department indicated that its staff is currently performing these tasks, but that it is severely understaffed and these contracts will be used only if Department staff cannot do the work.

  
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  
9/4/14

REPORT OF GENERAL MANAGER

NO. 15-067

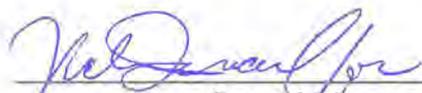
DATE April 01, 2015

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: PROPOSITION K – L.A. FOR KIDS PROGRAM 9<sup>TH</sup> FUNDING CYCLE GRANT PROPOSALS – AUTHORIZATION TO SUBMIT GRANT APPLICATIONS; RESOLUTION

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

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

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

RECOMMENDATIONS:

That the Board:

1. Authorize the Department of Recreation and Parks' (RAP) General Manager, or his designee, to submit the Proposition K 9<sup>th</sup> Funding Cycle grant proposals for the proposed capital improvement projects, as detailed in the attached project list (Attachment No. 1), to the Proposition K L.A. for Kids Program in response to the Proposition K 9<sup>th</sup> Funding Cycle Request for Proposals; and,
2. Adopt the accompanying Resolution designating RAP's General Manager, or his designee, as the person authorized to obligate the grantee and execute all contractual documents required of successful grantee agencies for the Proposition K 9<sup>th</sup> Funding Cycle Request for Proposal process;
3. Authorize RAP's General Manager, or his designee, to make technical corrections, as necessary, to the proposed project list included in this Report.

REPORT OF GENERAL MANAGER

PG. 2                      NO. 15-067

SUMMARY:

In 1996, Proposition K was passed and created a citywide assessment district that generates \$25,000,000 each year for a period of 30 years. The funds generated from the Proposition K assessments are to be used for capital improvement projects involving the acquisition, development, improvement, and restoration of parks and recreational facilities in the City of Los Angeles. Through a separate process, a portion of the Proposition K assessments also provides maintenance funds on an annual basis for those facilities improved using Proposition K funds. Over the 30-year period, Proposition K Program is required to distribute \$143,650,000 of the \$750,000,000 in assessments through an open and competitive process to eligible governmental agencies, City departments and nonprofit organizations. For the 9<sup>th</sup> Grant Funding Cycle, approximately \$26.6 million has been made available for eligible projects.

On January 29, 2015, the L.A. for Kids Steering Committee, on behalf of the City of Los Angeles, released the Proposition K 9<sup>th</sup> Funding Cycle Request for Proposals (RFP) inviting proposals to be submitted by eligible proposers for eligible projects for the Proposition K L.A. for Kids Program. The deadline for submission of the grant proposals is April 30, 2015.

In concurrence with the concerned Council Offices and RAP's Planning, Construction and Maintenance Branch staff, seventeen (17) capital improvement projects have been identified for submission of proposals for the Proposition K 9<sup>th</sup> Funding Cycle competitive grant funds. Pursuant to the RFP, grant proposals must include a Board resolution authorizing submission of the proposals, committing to make the property available for the projects, and specifying the person(s) authorized to obligate the grantee and execute all contractual documents required of successful Proposition K grantee agencies.

RAP's Planning, Construction and Maintenance Branch staff has assessed the proposed projects and determined that the listed projects meet the criteria for eligible Proposition K projects. Staff has also developed the related project cost estimates. There is no match requirement associated with this grant program; however, supplemental funding is encouraged.

Prior to undertaking the activities for which each grant is being sought, as lead agency for the projects, RAP must perform, complete, and certify the adequacy of the environmental review in accordance with the California Environmental Quality Act (CEQA).

REPORT OF GENERAL MANAGER

PG. 3

NO. 15-067

FISCAL IMPACT STATEMENT:

Grant awards will cover Fiscal Years 2016-17, 2017-18 and 2018-19. There is no anticipated fiscal impact on the Department's General Fund for the completion of these projects. Sixteen (16) of the proposals are for improvements to existing park facilities and therefore, the Department does not anticipate to have any increase in the maintenance costs. The one (1) acquisition application being proposed is for the acquisition of the El Sereno Arroyo Playground. The property is owned by the State and currently operated and maintained by RAP through a lease agreement. Since the parcel is already maintained by RAP, it is not anticipated that maintenance costs for this site will increase.

This Report was prepared by Cathie M. Santo Domingo, Superintendent, Planning, Construction and Maintenance Branch, and Isophine Atkinson, Senior Management Analyst, Grants Administration.

**ATTACHMENT NO. 1**Department of Recreation and Parks  
Planning, Construction and Maintenance BranchProposition K – L.A. for Kids Program 9<sup>th</sup> Funding Cycle  
Project Recommendations

<b>No.</b>	<b>Facility</b>	<b>Council District</b>	<b>Scope of Work</b>
1	Baldwin Hills Recreation Center	10	Replace/upgrade existing lighting
2	Banning RC	15	Replace/upgrade existing lighting
3	Brand Park	7	Replace/upgrade existing lighting
4	Cheviot Hills RC	5	Replace/upgrade existing lighting
5	El Sereno Arroyo Playground	14	Acquisition
6	Highland Park RC	1	Replace/upgrade existing lighting
7	Lemon Grove Park	13	Replace/upgrade existing lighting
8	Mt Carmel RC	8	Replace/upgrade existing lighting
9	North Hollywood Park	2	Replace/upgrade existing lighting
10	Northridge	12	Replace/upgrade existing lighting
11	Reseda Park	3	Replace/upgrade existing lighting
12	Sepulveda RC	6	Upgrade sports field lighting
13	South Park	9	Replace/upgrade existing lighting
14	Van Ness Pool	8	Remove and replace existing pool and bathhouse
15	Van Nuys Sherman Oaks	4	Replace/upgrade existing lighting
16	Westchester RC	11	Replace/upgrade existing lighting
17	Yosemite Recreation Center	14	Replace/upgrade existing lighting

RESOLUTION NO. \_\_\_\_\_

WHEREAS, the passage of Proposition K in 1996 created a Citywide assessment district that generates \$25,000,000 each year in funds for the acquisition, development, improvement, restoration, and maintenance of park and recreation facilities through an annual assessment on all properties within the City of Los Angeles over a thirty (30)-year period; and

WHEREAS, Proposition K is required to allocate \$143,650,000 of the total amount generated over thirty (30) years through an open and competitive process for governmental agencies, City departments, and non-profit organizations; and

WHEREAS, the Proposition K L.A. for Kids Steering Committee, on behalf of the City of Los Angeles, has released the Proposition K 9th Funding Cycle Request For Proposals inviting proposals to be submitted for eligible capital improvement and/or acquisition projects for the Proposition K L.A. for Kids Program; and

WHEREAS, the Proposition K L.A. for Kids Program has made available approximately \$16.9 million for the Proposition K competitive grant process for the 9<sup>th</sup> Funding Cycle commencing July 1, 2016, and ending June 30, 2019; and

WHEREAS, there are three categories for which a project may be eligible for Proposition K funding, two (2) categories are for the construction or improvement of facilities, and one (1) category is for the acquisition of parks and/or natural lands;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Recreation and Park Commissioners authorizes the General Manager of the Department of Recreation and Parks or designee to submit grant applications for the proposed capital improvement projects, as detailed in Attachment No. 1, to the Proposition K – L.A. for Kids Program in response to the Proposition K 9<sup>th</sup> Funding Cycle Request For Proposals; and

BE IT FURTHER RESOLVED, that the Board commits to making the properties on Attachment No. 1 available for purposes of the projects and its related programs and services thereto, if awarded grant funds; and

BE IT FURTHER RESOLVED, that the Board authorizes the General Manager of the Department of Recreation and Parks or designee to obligate the grantee and execute all contractual documents required of successful Proposition K grantee agencies.

I HEREBY CERTIFY that the foregoing is a full, true and correct copy of a Resolution adopted by the Board of Recreation and Park Commissioners of the City of Los Angeles at its meeting held on \_\_\_\_\_ (Board Report No. \_\_\_\_\_).

\_\_\_\_\_  
LATONYA D. DEAN, Board Secretary

RESOLUTION NO. \_\_\_\_\_

REPORT OF GENERAL MANAGER

NO. 15-068

DATE: April 01, 2015

C.D. 11

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VENICE BEACH – PUBLIC SAFETY CAMERA PROJECT (PRJ20875)-  
AUTHORIZE USE OF THE CITY OF CORONA’S SELECTION PROCESS  
FOR THE DESIGN, LABOR, MATERIAL AND SERVICES OF SECURITY A  
CAMERA SYSTEM WITH LEVERAGE INFORMATION SYSTEMS, INC.

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

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

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

RECOMMENDATIONS:

That the Board:

- 1 Find that the Department of Recreation and Parks (Department) desires to secure a onetime contract to provide the design, labor, material and a two (2) year maintenance plan to install twenty (20) surveillance cameras and seven (7) audio speakers as specified by the Los Angeles Police Department and as detailed on Attachment “B” Statement of Work (SOW) , along the Ocean Front Walk at Venice, to deter crime and increase public safety and pursuant to Charter Section 1022, the Department does not have available in its employed personnel with the necessary expertise to undertake and accomplish the aforementioned specialized supplies and professional services in a timely manner; Leverage Information Systems, Inc., is experienced in providing municipalities with commercial grade surveillance systems and has historically installed similar camera systems for the Los Angeles Police Department (LAPD), is willing to perform such services, and can provide such services more economically to the Department and it is in the Department’s best interest to secure these services with Leverage Information Systems, Inc.;
  
2. Find pursuant to Charter Section 371(e)(8) that the City may piggyback on The City of Corona’s contract with Leverage Information Systems, Inc., 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, even though the contracts and

## REPORT OF GENERAL MANAGER

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implementing agreements were not entered into through a competitive bid process are an exception to the City's competitive bidding requirements;

3. Authorize the Department to enter into the proposed onetime agreement, substantially in the form on file in the Board Office, specifying the terms and conditions for a piggyback contract between the City of Los Angeles, Department of Recreation and Parks acting by and through its Board of Recreation and Park Commissioners (Board) and Leverage Information Systems, Inc., with a term expiring on April 30, 2019, subject to approval of the Mayor, and the City Attorney as to form;
4. Direct the Board Secretary to transmit forth with the proposed onetime Contract to the City Attorney for review and approval as to form; and,
5. Authorize the Board President and Secretary to execute the proposed Contract upon receipt of the necessary approvals.

### SUMMARY:

Venice Beach and the Venice Beach Recreation Center (collectively, the Beach) are located at 1800 Ocean Front Walk in the Community Venice. The proposed Project to install surveillance cameras and audio speakers to be monitored and operated by the Los Angeles Police Department is essential to the City's efforts to deter crime and increase public safety, and if such acts are committed, to respond in an efficient and effective manner. The Beach is a 178.0 acre recreational facility operated and maintained primarily by The Department of Recreation and Parks (RAP). However, lifeguard services on the sand and in the ocean are provided by the Los Angeles County Department of Beaches and Harbors through a joint powers agreement with the City. Additionally, the Los Angeles Police Department (LAPD) operates a substation at the Beach, adjacent to the RAP recreation center.

The Beach provides a variety of amenities, services, and programs to the surrounding community, including basketball, handball, and paddle tennis and volleyball courts. The Beach is also home to the World famous, Muscle Beach Venice weightlifting and exercise area. There is also a skate plaza, graffiti wall, and bike path that runs parallel to Ocean Front Walk (OFW), which is located along the entire stretch of Beach from Santa Monica to Marina Del Rey. OFW, from Rose Avenue to Venice Boulevard, includes many restaurants, retail stores, public speech vendors, service providers and entertainment performers that will benefit from the proposed Project. The facilities, features, programs, and services that the Beach provides, meet the standards for a community park, as defined in the City's Public Recreation Plan.

## REPORT OF GENERAL MANAGER

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LAPD, in coordination with RAP, has determined that public safety awareness requires a delicate balance of tactics, technology, and process that when done properly improve citizen quality of life and safety. It is the objective of the proposed projects design to provide a technological solution that is tailored to the community of Venice Beach to accomplish this objective.

LAPD and RAP agree that intervention is fundamental to prevent and suppress criminal and nuisance activity. From a technical perspective, intervention requires minimal system latency and acceptable levels of video quality, and the ability to interact with live audio. It is the LAPD's experience with local communities, when intervention is properly implemented, that the community not only accepts this capability, but will wholeheartedly embrace it.

The proposed Project will be highly scalable, beginning with wireless network connectivity designed in a peer-to-peer fashion. Video traffic will flow through this network in a prescribed predictable manner to ensure a high level of uptime and availability. The Venice Beach LAPD substation will have both viewing and proactive response capabilities. Video will be recorded at both the Venice Beach Police substation and the LAPD 2 Breezeway LAPD location.

The preliminary design will be presented in three sections:

- Interaction and Intervention locations;
- Monitoring and Response; and,
- Networking Infrastructure

The locations along OFW identified in the preliminary design provide situational awareness through fixed and pan-tilt-zoom cameras. An audio loudspeaker is included in many of the locations and audio intervention is possible from any monitoring station within this system. It is proposed that the 2 Breeze Avenue location will serve as the main wireless network infrastructure aggregation location for most of the Venice Beach surveillance assets. It will be the responsibility of RAP to provide a dedicated 120VAC circuit to the roof of the 2 Breeze Avenue Building.

Project deployment will be comprised of:

### Pole mounted intersection camera locations

- Pacific and Brooks Ct.
- Pacific and Westminster Avenue
- Pacific and Windward

### Building mounted camera locations

- VBS near Westminster and Ocean Front Walk
- 2 Breezeway Building
- LAPD Pacific Police Sub Station
- 1100 Ocean Front Walk
- VBN near Brooks Avenue and Ocean Front Walk

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- Good See Optical Lab
- 615 Speedway
- 1211 Ocean Front Walk
- Danny’s restaurant roof PTZ

The 58 page camera description report will be filed with the Board’s Commission Office as “Attachment “B”.

The Board has approved the allocation of a total of \$627,496.00 for this project (Board Report No. 15-036). Funding is available from the following funding accounts:

<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ACCT. NO.</u>	<u>AMOUNT</u>
LAPD	302/89/89704H-SC	\$200,000.00
Quimby	302/89/89460K-VE	\$298,288.00
RAP General Fund	302/88/003040	(\$129,208.00)
<b>TOTAL:</b>		<b>\$627,496.00</b>

**Total Project Cost Summary**

Mobilization -	\$12,755.00
Surveillance Network Infrastructure -	\$220,297.00
Cameras (Samsung Approximate Value Donation- \$50,000) -	\$0
View Station, Incident Library, Storage System -	\$57,982.00
Software (VMS Suite, Google Maps License Year One)	\$28,638.00
Freight	\$6,638.00
Sales Tax	\$28,770.00
Labor, Engineering, Project Management -	\$113,616.00
Camera maintenance, alignment & cleaning -1 <sup>st</sup> year (Once per quarter)-	\$10,465.00
On-Site Support- Year 1 (Leverage Donation) -	\$0
Camera maintenance, alignment & cleaning -2nd year (Once per quarter) -	\$10,465.00
On-Site maintenance/Support and Google licensing- 2nd year -	<u>\$ 28,200.00</u>
<b>Total:</b>	<b>\$517,826.00</b>

**Out Years Options:**

On-Site Support and Google Licensing for Years 3 thru 5 -	\$82,370.00
Camera maintenance, alignment & cleaning Years 3 thru 5 (Once Quarterly) -	<u>\$27,300.00</u>
<b>Total:</b>	<b>\$109,670.00</b>

**Project Total** **\$627,496.00**

## REPORT OF GENERAL MANAGER

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Upon execution of this contract, Leverage is prepared to install five (5) surveillance cameras and the base viewing station at the Venice Beach LAPD substation. They anticipate three (3) to four (4) weeks. The remaining cameras would take an additional two (2) to three (3) weeks.

The LAPD and Council 11 staff has finalized all of the hold-harmless agreements from all private property owner locations proposed in the camera budgetary estimate report (Attachment "C")

Staff has determined that the subject project will consist of installation of new equipment involving negligible or no expansion of use if required for safety, health, the public convenience, or environmental control, and additions to underground electric utility distribution system facilities such as cables, conduits, pipelines, manholes, vaults and appurtenances, including connections to existing overhead electrical utility distribution lines. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class 3 (4, 8) of the City CEQA Guidelines

### FISCAL IMPACT STATEMENT:

Funding in the amount of \$129,308 will be from RAP General Fund budgetary account, Account 3040 – contractual services. Funds are available for this project.

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>
--------------------------------------------------	------------------------------------------	-----------------------------

None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

None

QUALIFICATIONS TO BE RECEIVED:

None