



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Parks Make Life Better!"

John Wicker, Director

May 03, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

34 May 3, 2016

LORI GLASGOW
EXECUTIVE OFFICER

**PETER F. SCHABARUM REGIONAL PARK
AND SOUTH COAST BOTANIC GARDEN
MISCELLANEOUS TRAIL IMPROVEMENTS PROJECTS
ESTABLISH AND APPROVE CAPITAL PROJECTS,
PROJECT SCOPES, BUDGETS, APPROPRIATION ADJUSTMENT,
AND ADOPT YOUTH EMPLOYMENT PLANS
CAPITAL PROJECT NOS. 69748 AND 69749
(SUPERVISORIAL DISTRICT 4) (4 VOTES)**

SUBJECT

Approval of the recommended actions will allow the Department of Parks and Recreation to execute the Trail Improvement Projects at Peter F. Schabarum Regional Park and South Coast Botanic Garden; establish and approve the project scopes and budgets; approve an appropriation adjustment; and adopt Youth Employment Plans.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended actions regarding the Trail Improvements Projects at Peter F. Schabarum Regional Park and South Coast Botanic Garden are categorically exempt from the California Environmental Quality Act for the reasons stated herein.
2. Establish and approve the Peter F. Schabarum Miscellaneous Trail Improvements Project, Capital Project No. 69748, with a budget of \$275,000, and the South Coast Botanic Garden Miscellaneous Trail Improvements Project, Capital Project No. 69749, with a budget of \$153,000.
3. Approve an appropriation adjustment to appropriate 2013 Competitive Trails Grant Program funds in the amount of \$275,000 to Capital Project No. 69748 and \$153,000 to Capital Project No. 69749

to fully fund the Peter F. Schabarum Miscellaneous Trail Improvements Project and the South Coast Botanic Garden Miscellaneous Trail Improvements Project, respectively.

4. Authorize the Director of the Department of Parks and Recreation, or his designee, to carry out the Trail Improvements Projects at Peter F. Schabarum Regional Park and South Coast Botanic Garden through a Board-approved Job Order Contract.

5. Adopt the Youth Employment Plans for the Trail Improvements Projects at Peter F. Schabarum Regional Park and South Coast Botanic Garden as required by the Los Angeles County Regional Park and Open Space District.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Trail Improvements Projects at Peter F. Schabarum Regional Park and South Coast Botanic Garden exempt from the California Environmental Quality Act (CEQA); establish and approve the project scopes and budgets; approve an appropriation adjustment; allow the Department of Parks and Recreation (Department) to implement the proposed projects through a Board-approved Job Order Contract (JOC); and adopt a Youth Employment Plan (YEP) for each proposed project. The following are the proposed Trail Improvements Projects:

Peter F. Schabarum Trail Improvements

The proposed Peter F. Schabarum Miscellaneous Trail Improvements Project (Schabarum Project) is located along the Schabarum Trail. The trail begins at Peter F. Schabarum Regional Park, located at 17250 East Colima Road in Rowland Heights. It continues south on Colima Road and turns north in the area of Stoner Creek Road.

The Schabarum Trail is part of the Los Angeles Regional Trail system, which connects to the Antonovich Trail system and continues north to the Angeles National Forest. It is also one of the County's original equestrian trails. However, the Schabarum Trail lacks many current trail safety measures and some sections have fallen into a state of disrepair. Additionally, increased commercial development on the section of the trail outside of Peter F. Schabarum Regional Park has exposed the trail to hazards, such as vehicular traffic.

The Schabarum Project will address deferred maintenance needs and mitigate safety hazards of the Schabarum Trail. The scope of work includes repair and replacement of approximately 4,000 linear feet of lodge pole fencing; reinforcement and extension of low retaining walls and curbs to prevent erosion; replacement of support amenities such as picnic tables and water troughs; and upgrades to landscaping at various points along the Schabarum Trail. The Schabarum Project will be delivered through a Board-approved JOC with an anticipated completion date of December 2016.

South Coast Botanic Garden Trail Improvements

The proposed South Coast Botanic Garden Trail Improvements Project (South Coast Project) is located along the Creek Trail. The Creek Trail runs through South Coast Botanic Garden (SCBG), located at 26300 Crenshaw Boulevard in Palos Verdes Peninsula. Currently, the Creek Trail is one of many trails at SCBG that lacks clear identification and is subject to uneven slopes and surfaces.

The South Coast Project will provide a clearer starting point and upgrade trail surfaces to provide

easier access for visitors with mobility challenges. The scope of work consists of: refurbishment of the Creek Trail Vista Point trailhead, including informational signs and seating; upgrades to the Creek Trail, including paving surfaces, signs, and safety features such as curbs and handrails that are compliant with the Americans with Disabilities Act; and re-vegetation in selected areas to address erosion. The South Coast Project will be delivered through a Board-approved JOC with an anticipated completion date of December 2016.

Following approval of the projects by the Board, Department staff will procure a JOC contractor from a list of Board-approved JOC contractors, obtain a fee proposal and initiate the improvements.

Youth Employment Plan

On June 26, 1997, the Board, acting as the governing body of the Los Angeles County Regional Park and Open Space District (RPOSD), adopted a Policy for Projects (Policy) funded by the Safe Neighborhood Parks Propositions of 1992 and 1996 (Proposition A). RPOSD's Policy requires that the grantee's governing body adopt a YEP for each Proposition A funded project at a duly noticed public meeting. Approval of the recommended actions will adopt a YEP (Attachment II) for both the Schabarum Project and the South Coast Project to comply with the requirements of RPOSD's Policy. Youth tasks include fence installation, landscaping, weed abatement, brush clearance, re-vegetation, paving installation, and general clean-up.

Implementation of Strategic Plan Goals

The proposed recommendations further the Board-approved County Strategic Plan Goals of Operational Effectiveness/Fiscal Sustainability (Goal 1), and Community Support and Responsiveness (Goal 2), by enhancing recreational opportunities that benefit County residents and providing access to equestrian recreation in the Fourth Supervisorial District.

Green Building/Sustainable Design

Portions of the projects will support the Board's Sustainable Design Program by reducing the need for repairs and maintenance while also providing the best use of the sites. Green elements such as permeable paving and drainage Best Management Practices will be utilized in various aspects of the projects.

FISCAL IMPACT/FINANCING

The total estimated project cost for the Schabarum Project, including construction, YEP, and County services, is \$275,000. The project schedule and budget summary are included in Attachment I. Upon approval of the appropriation adjustment (Attachment III), the Schabarum Project will be fully funded with County Specified Funds, available to the Fourth Supervisorial District, pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1996.

The total estimated project cost for the South Coast Project, including construction, YEP, and County services, is \$153,000. The project schedule and budget summary are included in Attachment I. Upon approval of the appropriation adjustment (Attachment III), the South Coast Project will be fully funded with Competitive Excess Funds available to the Fourth Supervisorial District, pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1996.

Operating Budget Impact

Based on the project descriptions, the Department does not anticipate any one-time start-up costs for either project. Both projects will be fully funded through RPOSD. The provisions of the projects have maintenance requirements that will be fulfilled with existing departmental staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 26, 1997, the Board, acting as the governing body of the RPOSD, adopted a Policy for projects funded by Proposition A. RPOSD's Policy requires that the grantee's governing body adopt a YEP for each Proposition A funded project at a duly noticed public meeting. Approval of the recommend actions will adopt a YEP for the projects to comply with the requirements of RPOSD's Policy.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 11, 2015, the projects are exempt from Civic Art Fees as eligible project costs for either project do not exceed \$500,000.

This Board Letter has been reviewed and approved by County Counsel as to form.

ENVIRONMENTAL DOCUMENTATION

On November 12, 2013, the Board found both the Schabarum Trail Improvements Project and the South Coast Botanic Garden Trail Improvements Project to be categorically exempt from the California Environmental Quality Act. The proposed actions are within the scope of work of the projects considered in the previously approved Board Letter.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will have no impact on other County services or projects at these facilities.

CONCLUSION

Upon approval by the Board, please instruct the Executive Office-Clerk of the Board, to forward one adopted copy to the Chief Executive Office, Capital Projects Division, and one adopted copy to the Department of Parks and Recreation.

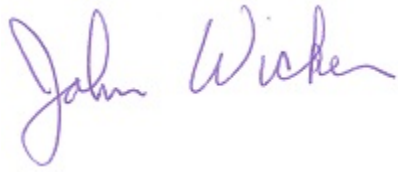
Should you have any questions please contact Joan Rupert at (213) 351-5126 or jrupert@parks.lacounty.gov, Kasey Dizon at (213) 738-2986 or kdizon@parks.lacounty.gov, or Kaye Michelson at (213) 738-2955 or kmichelson@parks.lacounty.gov.

The Honorable Board of Supervisors

5/3/2016

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Respectfully submitted,

A handwritten signature in purple ink that reads "John Wicker". The signature is written in a cursive, flowing style.

JOHN WICKER

Director

JW:RM:KH

JB:CK:JR:jr

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

May 3, 2016

ATTACHMENT I

**DEPARTMENT OF PARKS AND RECREATION
PETER F. SCHABARUM TRAIL IMPROVEMENTS PROJECT
CAPITAL PROJECT NO. 69748**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Board Approval	05/03/2016
JOC Contract	05/10/2016
Start Construction	05/17/2016
Substantial Completion	11/15/2016
Project Acceptance	12/20/2016

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Purchase Order Contract	0
Job Order Contract	245,000
Change Orders/Contingency	0
Departmental Crafts Parks Department Trails	0
Youth Employment	14,000
Construction Consultants	0
Telecomm Equip – Affixed to Building	0
Civic Arts	0
Subtotal	\$259,000
Programming/Development	0
Plans and Specifications*	0
Consultant Services	
Site Planning	0
DPW Engineering Services	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating	0
Topographic Surveys	0
Construction Management	0
Construction Administration / Gordian	0
Environmental	0
Utilities/Change Order	0
Other Expenditure:	0
Subtotal	\$0
Miscellaneous Expenditures – Furniture	0
Jurisdictional Review/Plan Check/Permit	0
County Services	0
Code Compliance Inspection	0
Quality Control Inspection	0
Design Review	0
Contract Administration	0
Gordian Group	5,000
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	6,000
ISD Communications/Data	0
Project Security	0
Project Technical Support	0
ISD Office of Contract Compliance	5,000
Subtotal	\$16,000
TOTAL	\$275,000

May 3, 2016

**DEPARTMENT OF PARKS AND RECREATION
SOUTH COAST BOTANIC GARDEN TRAIL IMPROVEMENTS PROJECT
CAPITAL PROJECT NO. 69749**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Board Approval	05/03/2016
JOC Contract	05/10/2016
Start Construction	05/17/2016
Substantial Completion	11/15/2016
Project Acceptance	12/20/2016

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Purchase Order Contract	0
Job Order Contract	133,500
Change Orders/Contingency	0
Departmental Crafts Parks Department Trails	0
Youth Employment	8,500
Construction Consultants	0
Telecomm Equip – Affixed to Building	0
Civic Arts	0
Subtotal	\$142,000
Programming/Development	0
Plans and Specifications*	0
Consultant Services	
Site Planning	0
DPW Engineering Services	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating	0
Topographic Surveys	0
Construction Management	0
Construction Administration / Gordian	0
Environmental	0
Utilities/Change Order	0
Other Expenditure:	0
Subtotal	\$0
Miscellaneous Expenditures – Furniture	0
Jurisdictional Review/Plan Check/Permit	0
County Services	0
Code Compliance Inspection	0
Quality Control Inspection	0
Design Review	0
Contract Administration	0
Gordian Group	3,000
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	6,000
ISD Communications/Data	0
Project Security	0
Project Technical Support	0
ISD Office of Contract Compliance	2,000
Subtotal	\$11,000
TOTAL	\$153,000

May 3, 2016

ATTACHMENT II

DEPARTMENT OF PARKS AND RECREATION PETER F. SCHABARUM TRAIL IMPROVEMENTS PROJECT CAPITAL PROJECT NO. 69748

YOUTH EMPLOYMENT PLAN

BACKGROUND (Scope of Work)

The project is located at 17250 East Colima Road in Rowland Heights. The proposed project will consist of the rehabilitation of the park's equestrian center. The scope of work will include The proposed Project scope includes repair and replacement of approximately 4,000 linear feet of lodge pole fencing; reinforcement and extension of low retaining walls and curbs to prevent erosion; replacement of support amenities such as picnic tables and water troughs; and, upgrades to landscaping at various points along the Trail.

Tasks that may be performed by At-Risk Youth

Youth may perform fence installation, landscaping, weed abatement, brush clearance and general clean-up duties along the trail and by the equestrian arena.

Estimated Cost of Youth Employment

It is estimated that the Department will expend a minimum of \$14,000, in youth employment on this project.

Method of Youth Employment

The Department employs youth to work in various areas of the Department through its Youth Enhancing Parks Program (YEPP). This program allows the Department to recruit youth to work on projects based on their training, experience, and physical class. Youth are employed in or near the community in which they live.

Youth Employment Goal:

The Youth Employment Goal (YEG) for the County of Los Angeles was \$15,739,507.43. The Department exceeded this goal.

May 3, 2016

**DEPARTMENT OF PARKS AND RECREATION
SOUTH COAST BOTANIC GARDEN TRAIL IMPROVEMENTS PROJECT
CAPITAL PROJECT NO. 69749**

YOUTH EMPLOYMENT PLAN

BACKGROUND (Scope of Work)

The proposed Project scope consists of refurbishment of the Creek Trail Vista Point trailhead, including informational signs and seating; upgrades to the Creek Trail, including paving surfaces, signs, and safety features such as curbs and handrails that are compliant with the Americans with Disabilities Act and, re-vegetation in selected areas to address erosion.

Tasks that may be performed by At-Risk Youth

Youth may perform re-vegetation, paving installation and general clean-up.

Estimated Cost of Youth Employment

It is estimated that the Department will expend a minimum of \$8,500 in youth employment on this project.

Method of Youth Employment

The Department employs youth to work in various areas of the Department through its Youth Enhancing Parks Program (YEPP). This program allows the Department to recruit youth to work on projects based on their training, experience, and physical class. Youth are employed in or near the community in which they live.

Youth Employment Goal:

The Youth Employment Goal (YEG) for the County of Los Angeles was \$15,739,507.43. The Department exceeded this goal.

May 3, 2016

ATTACHMENT III

**DEPARTMENT OF PARKS AND RECREATION
PETER F. SCHABARUM PARK TRAIL IMPROVEMENTS PROJECT
AND SOUTH COAST BOTANIC GARDEN TRAIL IMPROVEMENTS PROJECT
CAPITAL PROJECT NOS. 69748 AND 69749
(SUPERVISORIAL DISTRICT 4) (4 VOTES)**

APPROPRIATION ADJUSTMENT

(SEE ATTACHED)

PINK

BA FORM 03/13

BOARD OF
SUPERVISORS
OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF PARKS AND RECREATION

DEPT'S.
NO. 600

April 19, 2016 *May 3, 2016*

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2015-16

4 - VOTES

SOURCES

BA DETAIL - SEE ATTACHMENT PAGE 1

USES

BA DETAIL - SEE ATTACHMENT PAGE I

SOURCES TOTAL: \$ 428,000

USES TOTAL: \$ 428,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Peter F. Schabarum Miscellaneous Trail Improvements Project, Capital Project No. 69748, and South Coast Botanic Garden Miscellaneous Trail Improvements Project, Capital Project No. 69749.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Malou Rubio
AUTHORIZED SIGNATURE MALOU RUBIO, DEPT. FINANCE MANAGER II

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

34

MAY 03 2016

Lori Glasgow
LORI GLASGOW
EXECUTIVE OFFICER

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR ---

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY *Sanford*

B.A. NO. *163*

March 22 20 *16*

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY *Chia Ann*

April 6 20 *16*

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT
DEPARTMENT OF PARKS AND RECREATION
F.Y. 2015-16
4-VOTES

SOURCES

PARKS AND RECREATION
PETER F. SCHABARUM MISC TRAIL IMPROVEMENTS
A01-CP-91-R400-65043-69748
REV: REG PARK AND OPEN SPACE DT/CP \$ 275,000
INCREASE REVENUE

PARKS AND RECREATION
SOUTH COAST BOTANIC GARDEN MISC TRAIL IMPROVEMENTS
A01-CP-91-R400-65043-69749
REV: REG PARK AND OPEN SPACE DT/CP \$ 153,000
INCREASE REVENUE

TOTAL **\$ 428,000**

USES

PARKS AND RECREATION
PETER F. SCHABARUM MISC TRAIL IMPROVEMENTS
A01-CP-6014-65043-69748
CAPITAL PROJECTS - BUILDINGS & IMPROV. \$ 275,000
INCREASE APPROPRIATION

PARKS AND RECREATION
SOUTH COAST BOTANIC GARDEN MISC TRAIL IMPROVEMENTS
A01-CP-6014-65043-69749
CAPITAL PROJECTS - BUILDINGS & IMPROVE \$ 153,000
INCREASE APPROPRIATION

TOTAL **\$ 428,000**

JUSTIFICATION:

THE APPROPRIATION ADJUSTMENT IS NECESSARY TO FULLY FUND THE PETER F. SCHABARUM MISCELLANEOUS TRAIL IMPROVEMENTS PROJECT, CAPITAL PROJECT NO. 69748, AND SOUTH COAST BOTANIC GARDEN MISCELLANEOUS TRAIL IMPROVEMENTS PROJECT, CAPITAL PROJECT NO. 69749.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

34 MAY 03 2016


LORI GLASGOW
EXECUTIVE OFFICER

BA# 163

 3/22/16