



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

John Wicker, Director

Norma E. Garcia, Chief Deputy Director

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

37 August 7, 2018

CELIA ZAVALA
ACTING EXECUTIVE OFFICER

August 07, 2018

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:

**CASTAIC LAKE STATE RECREATION AREA
IMPROVEMENTS PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT,
APPROVE PROJECT SCOPE, BUDGET AND APPROPRIATION ADJUSTMENT
AND ADOPT YOUTH EMPLOYMENT PLAN
CAPITAL PROJECT NO. 87393
(SUPERVISORIAL DISTRICT 5) (4 VOTES)**

SUBJECT

Approval of the recommended actions will allow the Department of Parks and Recreation to execute the proposed Castaic Lake Recreation Area Improvements Project; establish and approve the capital project, project scope, budget and appropriation adjustment; authorize the Director of Parks and Recreation to proceed with the proposed Project through a Board-approved design consultant and Job Order Contract; and adopt a Youth Employment Plan.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended actions regarding the Castaic Lake Recreation Area Improvements Project are categorically exempt from the California Environmental Quality Act for the reasons stated herein and the reasons reflected in the records of the project.
2. Establish and approve the Castaic Lake Recreation Area Improvements Project, Capital Project No. 87393, with an estimated project budget of \$1,000,000.
3. Approve an appropriation adjustment to appropriate \$1,000,000 of Safe Neighborhood Parks Proposition of 1992 and 1996 Grant Funds to Capital Assets – Buildings and Improvements under Capital Project No. 87393 to fully fund the proposed Castaic Lake Recreation Area Improvements

Project.

4. Authorize the Director of Parks and Recreation, or his designee, to use a Board-approved as-needed design consultant to provide engineered drawings and specifications for a not-to-exceed fee of \$55,000 for the proposed Castaic Lake Recreation Area Improvements Project.

5. Authorize the Director of Parks and Recreation, or his designee, to carry out the Castaic Lake Recreation Area Improvements through a Board-approved Job Order Contract.

6. Adopt the Youth Employment Plan for the proposed Castaic Lake Recreation Area Improvements Project, as required by the Los Angeles County Regional Park and Open Space District Procedural Guide.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Castaic Lake Recreation Area Improvements Project (Project) categorically exempt from the California Environmental Quality Act (CEQA); establish Capital Project No. 87393; approve the project scope, budget, and appropriation adjustment. The recommended actions will also authorize the Department of Parks and Recreation (Department) to implement the proposed Project through a Board-approved design consultant and Job Order Contract (JOC) and adopt a Youth Employment Plan (YEP).

The proposed Project at Castaic Lake State Recreation Area is located at 32132 Castaic Lake Drive, Castaic, CA 91384. Castaic Lake State Recreation Area is a 12,658-acre facility with an upper lake and lower lagoon, with multiple boat launches, several picnic areas and campgrounds, playgrounds, walking trails, bike paths, parking lots and restroom structures.

The proposed Project scope consists of replacing tile roofs which have exceeded their useful life at six restroom buildings. Five of the restroom buildings are located within the recreation areas surrounding the lower lagoon, and one restroom building is located at the Three-Acres Campground area. One restroom building (Restroom No.13) at the lower lagoon will be refurbished in compliance with Americans with Disabilities Act (ADA) requirements. The proposed Project also includes installation of one new metal group picnic shelter, which will replace a damaged wood picnic shelter in close proximity to Restroom No.13. The renovated restroom building will be provided with new accessible ADA compliant walkways to the adjacent parking lot and the new group picnic shelter. The proposed Project will be delivered through a Board-approved JOC.

Department staff will utilize the services of a Board-approved as-needed Consultant to provide drawings and specifications for the proposed Project. The JOC contractor will be responsible for obtaining all the required permits based on the plans and specifications provided by the design consultant.

On October 18, 2016, the Board of Supervisors (Board) approved the allocation of \$1,000,000 of Proposition A County Excess Funds available to the Fifth Supervisorial District to the Department for the proposed Project.

Youth Employment Plan

In 2009, the Board, acting as the governing body of the Los Angeles County Regional Park and

Open Space District (RPOSD), adopted a procedural guide for projects 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 the proposed Project to comply with the requirements of RPOSD's policy. Youth will be employed to perform tasks such as area clean-up, landscaping, and painting.

Implementation of Strategic Plan Goals

The proposed recommendations further the County Strategic Plan Goal to Realize Tomorrow's Government Today and pursue operational effectiveness (Goal III.3) by enhancing recreation opportunities to benefit County residents.

Green Building/Sustainable Design

Portions of the proposed Project 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, roofing material and shade structures containing recycled materials, and drainage as described in Best Management Practices will be utilized in various aspects of the proposed Project.

FISCAL IMPACT/FINANCING

The total project cost estimate of \$1,000,000 includes design, consultant services, jurisdictional review, construction, YEP and County services. The Project Schedule and Budget Summary are included in Attachment I.

The recommended appropriation adjustment (Attachment III) will appropriate \$1,000,000 in the Capital Assets – Buildings and Improvements under Capital Project No. 87393, Castaic General Improvements Project, which will be offset with Proposition A Grant Funds. Upon Approval of the appropriation adjustment, sufficient funds will be available to fully fund the proposed Project in the Fiscal Year 2018-19 Capital Projects/Refurbishments Budget.

OPERATING BUDGET IMPACT

Based on the project description, the Department does not anticipate any one-time start-up and ongoing costs for the proposed Project. The provisions of the proposed Project have maintenance requirements that will be fulfilled with existing Departmental staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

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

Approval of the recommended actions will authorize the Department to implement the proposed Project using a Board-approved JOC. Pursuant to article 20128.5 of the Public Contracting Code, the Board's approval of projects to be performed under JOC is required.

With the Board's authorization, the proposed Project will be performed using a JOC as the work involves repair, remodeling, and refurbishing of County facilities. The standard Board-directed clauses that provide for contract termination, negotiation, and hiring displaced County employees will be included in the JOC. The JOC contractor who is awarded this contract will be required to fully

comply with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.203 (Contractor Employee Jury Service Program), and Chapter 2.201 (Living Wage Program).

The proposed Project will proceed in accordance with the Board's consolidated Local and Targeted Worker Hire (LTWHP) Policy adopted on September 6, 2016. The proposed Project will include a best efforts goal that at least 30 percent (30%) of the total California craft worker hours for refurbishment work on the proposed Project be performed by local residents.

Pursuant to the Board's Civic Art Policy adopted on December 7, 2004, and last amended on August 11, 2015, the proposed Project is required to allocate one percent (1%) of the construction and design costs (\$9,000) for the Civic Art Fee, to be used at the site.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The proposed Project, which consists of replacement of existing restroom tile roofs at Three-Acres Campground, the eastern campgrounds, and Lower Lagoon; replacement wood shade structures at Lower Lagoon picnic area with steel structures; implementation of ADA improvements including accessible parking stalls for the existing parking lot; and construction of accessible walking paths of travel at Lower Lagoon, is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Sections 15301 (a) (d), 15302, and 15304 (a) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the proposed Project consists of interior and exterior alterations, involving negligible or no expansion of use beyond that previously existing; replacement or reconstruction of existing structures and facilities; restoration or rehabilitation of deteriorated or damaged structures, facilities, or equipment; and minor alteration in condition of land.

The proposed Project includes no expansion of an existing use, structures replaced will be located on the same site as existing structures and will have the same purpose and capacity, and the proposed Project will not involve the removal of healthy, mature trees. Additionally, the proposed Project is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the proposed Project records.

CONTRACTING PROCESS

Design of the improvements will be completed by as-needed consultants selected by the Planning and Development Agency from the Department's approved list of as-needed consultants.

The construction documents including drawings with specifications will be completed by the design Consultant for a not-to-exceed fee of \$55,000.

The design Consultant's fee schedule, community Business Enterprise participation data and three-year contracting history with the County are on file with the Department.

Construction of the improvements will be completed using a Board-approved JOC.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Design of the improvements will be completed by as-needed consultants selected by the Planning and Development Agency from the Department's approved list of as-needed consultants.

The construction documents including drawings with specifications will be completed by the design Consultant for a not-to-exceed fee of \$55,000.

The design Consultant's fee schedule, community Business Enterprise participation data and three-year contracting history with the County are on file with the Department.

Construction of the improvements will be completed using a Board-approved JOC.

CONCLUSION

It is requested that an adopted copy of this document be retained by the Executive Officer-Clerk of the Board, one adopted copy each be forwarded to the Chief Executive Office, County Counsel and two adopted copies to the Department of Parks and Recreation.

Should you have any questions, please contact Mozaffar Bahrami at (626) 588-5320 or mbahrami@parks.lacounty.gov, Henry Ling at (626) 588-5363 or hling@parks.lacounty.gov, Nicole Melkonian at (626) 588-5367 or nmelkonian@parks.lacounty.gov or Aram Pirjanian at (626) 588-5368 or apirjanian@parks.lacounty.gov.

Respectfully submitted,



JOHN WICKER

Director

JW:NEG:KR:HL:mb

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Arts Commission
Auditor Controller

ATTACHMENT I

**CASTAIC LAKE STATE RECREATION AREA
IMPROVEMENTS PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT,
APPROVE PROJECT SCOPE, BUDGET, AND APPROPRIATION ADJUSTMENT,
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CAPITAL PROJECT NO. 87393
(SUPERVISORIAL DISTRICT 5) (4 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Board Approval	August 7, 2018
JOC Contract	October 16, 2018
Start Construction (Phase One) and Consultant Services (Phase Two)	November 20, 2018
Start Construction (Phase Two)	March 19, 2019
Substantial Completion	September 19, 2019
Project Acceptance	October 17, 2019

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	0
Construction	0
Purchase Order Contract	0
Job Order Contract	\$891,000
Change Orders/Contingency	0
Departmental Crafts Parks Department Trails	0
Youth Employment	\$ 1,000
Construction Consultants	0
Telecomm Equip – Affixed to Building	0
Civic Arts	<u>\$ 9,000</u>
Subtotal	\$ 901,000
Programming/Development	0
Plans and Specifications	0
Consultant Services	
Architecture & Engineering Services	\$55,000
Cost Estimating	
Construction Management	0
Construction Administration / Gordian	0
Utilities/Change Order	0
Other Expenditure	0
Subtotal	\$55,000
Miscellaneous Expenditures – Furniture	0
Jurisdictional Review/Plan Check/Permit	\$ 10,000
County Services	
Code Compliance Inspection	0
Quality Control Inspection	0
Design Review	0
Contract Administration	0
Gordian Group	\$ 18,000
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	<u>\$ 10,000</u>
Subtotal	\$ 34,000
TOTAL	\$ 1,000,000

ATTACHMENT II

CASTAIC LAKE STATE RECREATION AREA IMPROVEMENTS PROJECT ESTABLISH AND APPROVE CAPITAL PROJECT, APPROVE PROJECT SCOPE, BUDGET, AND APPROPRIATION ADJUSTMENT, CAPITAL PROJECT NO. 87393 (SUPERVISORIAL DISTRICT 5) (4 VOTES)

YOUTH EMPLOYMENT PLAN

Background (Scope of Work)

The proposed Project is located at Castaic Lake State Recreation Center, 32132 Castaic Lake Drive, Castaic, CA 91384. The proposed Project scope consists of replacing tile roofs which have exceeded their useful life at six restroom buildings. One restroom building interiors at the lower lagoon will be refurbished in compliance with, Americans with Disabilities Act (ADA) requirements. The proposed Project also includes installation of one new metal group picnic shelter which will replace a damaged wood picnic shelter in proximity to the restroom building which will be renovated. The renovated restroom building will be provided with new accessible ADA compliant walkways to the adjacent parking lot and the new group picnic shelter.

Tasks That May Be Performed by At-Risk Youth

Youth may perform painting and general clean-up duties at the various parking lot and picnic areas.

Estimated Cost of Youth Employment

It is estimated that the Department will expend \$1,000 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 Employment Plan. This program allows the Department to hire a Youth Conservation Corps group or recruit youth to work on projects based on their training, experience, and physical classes. Youth are employed in or near the community in which they live.

Youth Employment Goal

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

ATTACHMENT III

**CASTAIC LAKE STATE RECREATION AREA
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CAPITAL PROJECT NO. 87393
(SUPERVISORIAL DISTRICT 5) (4 VOTES)**

APPROPRIATION ADJUSTMENT

(SEE ATTACHED)

COUNTY OF LOS ANGELES

July 17, 2018

DEPT NO: 600

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF PARKS AND RECREATION

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 2018-19****4 - VOTES****SOURCES****USES**

PARKS AND RECREATION

CASTAIC LAKE RECREATION AREA IMPROVEMENTS

A01-CP-91-R400-65043-87393

REGIONAL PARK AND OPEN SPACE DISTRICT-CAPITAL PROJECTS

INCREASE REVENUE**1,000,000**

PARKS AND RECREATION

CASTAIC LAKE RECREATION AREA IMPROVEMENTS

A01-CP-6014-65043-87393

CAPITAL ASSETS - B & I

INCREASE APPROPRIATION**1,000,000****SOURCES TOTAL****\$ 1,000,000****USES TOTAL****\$ 1,000,000****JUSTIFICATION**

The appropriation adjustment is necessary to fully fund Castaic Lake Recreation Area Improvements, Capital Project No. 87393.

ADOPTEDBOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

37


AUG 07 2018

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



AUTHORIZED SIGNATURE

ROBERT MAYCUMBER, DFM II



CELIA ZAVALA
ACTING EXECUTIVE OFFICER
REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---☐ ACTION☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY

DATE

B.A. NO. 005



June 28, 2018

SEND 3 COPIES TO THE AUDITOR-CONTROLLER

☒ APPROVED AS REQUESTED☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY

DATE

7/2/18