



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

53 May 14, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

May 14, 2019

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:

**ARBORETUM AND BOTANIC GARDEN
GENERAL IMPROVEMENTS PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT,
APPROVE PROJECT SCOPE, BUDGET, AND APPROPRIATION ADJUSTMENT,
CAPITAL PROJECT NO. 87459
(SUPERVISORIAL DISTRICT 5) (4 VOTES)**

SUBJECT

Approval of the recommended actions will allow the Department of Parks and Recreation to execute the proposed Arboretum and Botanic Garden General Improvements Project; establish and approve the capital project; approve the project scope, budget and appropriation adjustment; authorize the Director of Parks and Recreation to proceed with the proposed Project through a Job Order Contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Arboretum and Botanic Garden General Improvements Project 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 proposed Arboretum and Botanic Garden General Improvements Project, Capital Project No. 87459, with an estimated project budget of \$330,000.
3. Approve an appropriation adjustment to appropriate \$330,000 from the Park Improvement Special Fund to fully fund the proposed Arboretum and Botanic Garden General Improvements Project, Capital Project No. 87459.

4. Authorize the Director of Department of Parks and Recreation, or his designee, to carry out the proposed Arboretum and Botanic Garden General Improvements Project through a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Arboretum and Botanic Garden General Improvements Project (Project) exempt from the California Environmental Quality Act (CEQA); establish and approve Capital Project No. 87459; approve the project scope, budget, and appropriation adjustment. The recommended actions will also authorize the Director of the Department of Parks and Recreation (Department) to implement the proposed Project through a Board-approved Job Order Contract (JOC).

The proposed Project is located at the Los Angeles County Arboretum and Botanic Garden (Arboretum), 301 North Baldwin Avenue, Arcadia, CA 91006. The Arboretum is a 127-acre facility with diverse plant collections and significant buildings, of which the Library, the Peacock Café and the Research and Laboratory Buildings are the most heavily visited. The glass atrium, which extends between the Administration building and the Library, has a few cracks and the structure frame has water damage. Outside of the Library, a corner of the building needs drainage to avoid standing water. At the Peacock Café, portions of the entrance doors are broken. Finally, the Research and Laboratory Building roof is leaking in several locations. These buildings need repair to avoid further damage.

The Project scope consists of replacing the Library's cracked glass canopy; removing the water damage off the structure frame; providing drainage at the outside of the Library; repairing the entrance doors at the Peacock Café; repairing and patching the leaking roof at the Research and Laboratory Building; and, related improvements. The Project will be delivered through a Board-approved JOC contractor.

Implementation of Strategic Plan Goals

The recommended actions further the Board-approved County Strategic Plan Goal to Foster Vibrant and Resilient Communities (Strategy II.2) by improving existing park amenities to serve area residents.

Green Building/Sustainable Design

Portions of the proposed Project will support the Board's Sustainable Design Program. The proposed Project will implement sustainable material that will reduce the need for maintenance and maximize the use of local resources.

FISCAL IMPACT/FINANCING

The total proposed Project cost estimate of \$330,000 includes construction and County services. The Project Schedule and Budget Summary are included in Attachment I.

The recommended appropriation adjustment will increase the proposed Project budget by appropriating \$330,000 in Park Improvement Special Funds. Upon Approval of the appropriation adjustment, sufficient funds will be available in Fiscal Year 2018-2019 in the Capital

Projects/Refurbishments Budget under, Capital Project No. 87459 to fully fund the project. The proposed Project appropriation adjustment is included in Attachment II.

Operating Budget Impact

Based on the proposed 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 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 proposed Project will proceed in accordance with the Board's consolidated Local and Targeted Worker Hire (LTWHP) Policy adopted on September 6, 2016, that residents perform at least 30% of the total work hours for refurbishment work. The proposed Project is exempt from including a best efforts goal as the construction budget is less than \$500,000.

In accordance with the Board's Civic Art Policy adopted on December 7, 2004, and amended on August 1, 2015, the proposed Project is exempt from allocating to the Civic Arts Fund as the construction budget is less than \$500,000.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The proposed Project, which consists of replacing the Library's cracked glass canopy; removing the water damage off the structure frame; providing drainage at the outside of the Library; repairing the entrance doors at the Peacock Café; repairing and patching the leaking roof at the Research and Laboratory Building; and, related improvements, 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 Section 15301 (a) (d) of the State CEQA Guidelines and Class 1 (c) (d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the proposed Project consists of exterior restoration and rehabilitation of deteriorated or damaged structures and facilities.

Additionally, the proposed Project will comply with all applicable regulations, is not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that the proposed Project may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

Upon the Board's approval of the recommended actions, the Department will file a Notice of Exemption with the County Clerk in accordance with Section 21152 of the California Public Resources Code.

CONTRACTING PROCESS

Construction of the improvements will be completed using a Board-approved JOC. The Board-approved JOCs' fee schedule, community Business Enterprise participation data, and three-year contracting history with the County are on file with the Department.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Project requires the JOC contractor to coordinate its construction schedule with the daily functions and activities at the Arboretum to minimize disruption of services and to maintain access to various facilities during construction.

CONCLUSION

Upon approval by the Board, please forward one adopted copy to the Chief Executive Office, Capital Projects Division, and one adopted copy to the Department.

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 Biglarian at (626) 588-5367 or nbiglarian@parks.lacounty.gov, or Dora Nuñez at (626) 588-5355 or dhnunez@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
- Auditor Controller
- Parks and Recreation

**ATTACHMENT I
 ARBORETUM AND BOTANIC GARDEN
 GENERAL IMPROVEMENTS PROJECT
 ESTABLISH AND APPROVE CAPITAL PROJECT,
 APPROVE PROJECT SCOPE, BUDGET, AND APPROPRIATION ADJUSTMENT,
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 (SUPERVISORIAL DISTRICT 5) (4 VOTES)**

I. PROJECT SCHEDULE SUMMARY

Project Activity	Scheduled Completion Date
Environmental Documents	N/A
Construction Documents	N/A
Plan Check	N/A
Construction Award	July 2019
Construction Start	August 2019
Substantial Completion	December 2019
Project Acceptance	January 2020

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Project Budget
Hard Costs	
Construction	\$ 285,000
Contingency	\$ 29,000
Youth Employment	\$ 0
Construction Subtotal	\$ 314,000
Civic Art	\$ 0
Hard Costs Subtotal	\$ 314,000
Soft Costs	
Plans and Specifications	\$ 0
Consultant Services	\$ 0
Miscellaneous Expenditures	\$ 0
Jurisdictional Review/Plan Check/Permits	\$ 0
County Services	\$ 16,000
Soft Costs Subtotal	\$ 16,000
TOTAL	\$ 330,000

**ATTACHMENT II
ARBORETUM AND BOTANIC GARDEN
GENERAL IMPROVEMENTS PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT,
APPROVE PROJECT SCOPE, BUDGET, AND APPROPRIATION ADJUSTMENT,
CAPITAL PROJECT NO. 87459
(SUPERVISORIAL DISTRICT 5) (4 VOTES)**

APPROPRIATION ADJUSTMENT

(SEE ATTACHED)

April 30, 2019
DEPT NO: 600

COUNTY OF LOS ANGELES

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 - PARK IMPROVEMENT SPECIAL FUND CB1-PK-2000-40531 SERVICES & SUPPLIES DECREASE APPROPRIATION 330,000		PARKS AND RECREATION - PARK IMPROVEMENT SPECIAL FUND CB1-PK-6100-40531 OTHER FINANCING USES INCREASE APPROPRIATION 330,000	
PARKS AND RECREATION ARBORETUM AND BOTANIC GARDEN GEN IMPROVEMENTS A01-CP-96-9919-65043-87459 OPERATING TRANSFER IN / CAPITAL PROJECTS INCREASE REVENUE 330,000		PARKS AND RECREATION ARBORETUM AND BOTANIC GARDEN GEN IMPROVEMENTS A01-CP-6014-65043-87459 CAPITAL ASSETS - B & I INCREASE APPROPRIATION 330,000	
SOURCES TOTAL	\$ 660,000	USES TOTAL	\$ 660,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Arboretum and Botanic Garden General Improvements Project, Capital Project No. 87459.

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

53

MAY 14 2019

AUTHORIZED SIGNATURE GRACE HU, ADMIN. SERVICES MANAGER II

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

CELIA ZAVALA
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

APPROVED AS REQUESTED

RECOMMENDATION

APPROVED AS REVISED

AUDITOR-CONTROLLER

BY

CHIEF EXECUTIVE OFFICER

BY

B.A. NO. 228

DATE April 16, 2019

DATE 4/25/19