COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles
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Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Cordé D. Carrillo
Acting Executive Director

ADOPTED
Community Development Commission

April 7, 2009

1-D APRIL 7, 2009

SACHI A. HAMAI
EXECUTIVE OFFICER

Honorable Board of Commissioners
Community Development Commission
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Commissioners:

APPROVE AMENDMENT NO. 1 TO THE LANDSCAPE ARCHITECTURAL SERVICE AGREEMENT WITH KATHERINE SPITZ ASSOCIATES FOR DEVELOPMENT OF A PARK IN UNINCORPORATED LA PUENTE (DISTRICT 1) (3 VOTE)

SUBJECT

This letter recommends approval of Amendment No. 1 to the Landscape Architectural Service Agreement with Katherine Spitz and Associates to complete the development of a five-acre park site located at 553 South 4th Avenue in unincorporated La Puente

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that approval of Amendment No. 1 to the Landscape Architectural Service Agreement Amendment with Katherine Spitz and Associates is not subject to the California Environmental Quality Act (CEQA) because the activity is not defined as a project under CEQA.

2. Approve and authorize the Acting Executive Director to execute Amendment No. 1, attached in substantially final form, to the Agreement with Katherine Spitz Associates, Inc., for development of a park in unincorporated La Puente, to be effective following approval as to form by County Counsel and execution by all parties; and authorize the Acting Executive Director to use for this purpose an additional $193,493 in Project and Facilities Development funds transferred from the First Supervisorial District and included in the Commission's Fiscal Year 2008-2009 budget, for a total compensation amount of $530,418.

3. Authorize the Acting Executive Director to increase the contingency amount by up to $29,023, for a total contingency of $79,562, to provide for any unforeseen project costs, using the same source of funds described above.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to amend an Agreement with Katherine Spitz Associates, Inc. for landscape architectural services for the development of a park located at 553 South 4th Avenue in unincorporated La Puente. The Amendment will expand the scope of services to cover the development of the entire five-acre site.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The additional landscape architectural services will be funded with a total of $193,493 in Project and Facilities Development funds transferred from the First Supervisorial District on May 1, 2007 and included in the Commission's Fiscal Year 2008-2009 budget. This will bring the total compensation amount for the Agreement to $530,418. The contingency amount will be increased by $29,023 to $79,562, in order to remain at the 15 percent level approved by your Board with the original Agreement.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On August 14, 2007, your Board approved an Agreement with Katherine Spitz and Associates, Inc. (KSA) in the amount of $336,925 to develop a portion of the five-acre site with a universally accessible playground for both disabled and able-bodied children.

Amendment No. 1 will expand the services covered under the Agreement to include the development of the entire site with additional components including a decorative entry gateway, horse hitching post and watering area, green play zones, skateboard area, amphitheater/outdoor classroom, screening around the site perimeter, demonstration plantings and irrigation, hardscape, site lighting and related amenities. KSA will also be responsible for obtaining all plan check approvals, assisting with the bid phase to identify a contractor to construct the park and providing construction administration.

Should KSA require additional or replacement personnel during the term of the Agreement, it will give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) program who meet the minimum qualifications for the open positions. KSA will contact the County's GAIN/GROW Division for a list of participants by job category.

ENVIRONMENTAL DOCUMENTATION

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations Part 58, Section 58.34 (a)(1) & (8) because it involves design activities that will not have a physical impact on or result in any physical changes to the environment. The action is not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT PROJECT

The proposed Amendment will provide services necessary to complete the design and construction documents of the entire five-acre park.

Respectfully submitted,

CORDÉ D. CARRILLO
Acting Executive Director

Attachments: 1

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FIRST AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES

The Agreement for Professional Services ("Agreement") first entered into on September 7, 2007 by and between the Community Development Commission of the County of Los Angeles, hereinafter called "Commission", and Katherine Spitz Associates, hereinafter called "Consultant" to provide Landscape Architectural Services for a new special needs playground referred to as the Avocado Heights Park Project located at 553 S. 4th Avenue, La Puente, CA shall be amended as follows:

ADDITIONAL SERVICES

Amend Section 2.0, "Purpose", to expand the scope of work to included development of the entire 5 acre site into a park based on the master plan titled "Organic Scheme" (See Attachment 1). In addition to the original scope (special needs playground, restrooms, parking area and walking trails, master plans – See Attachment A "Work Plan" for complete description), the park will included a pedestrian arrival location along 4th Avenue with a decorative gateway, a horse hitching post/water area, green play areas, skateboarding area, amphitheater/outdoor classroom, screening around the perimeter of the site, demonstration plantings and irrigation, expanded hardscape, site lighting and related amenities (See Attachment 2 - revised Work Plan).

COMPENSATION

Compensation for the above additional services shall be a fixed fee of $193,493. The new Contract amount, including this Amendment is $530,418. Attachment C in the Agreement shall be modified as follows:

Schematic Design	$ 62,974
Design Development	$ 64,390
Construction Documents	$168,320
Bidding	$ 1,955
Construction Administration	$ 54,824
Subtotal	$352,463
Master Plan / Predesign	$ 27,955
Allowance for Additional Consultants and testing etc.	$150,000
Grand Total	$530,418

All other terms and provisions of the Agreement shall apply and remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to the Agreement to be signed by their duly authorized officers.

COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

By_____
CORDE D. CARRILLO
Acting Executive Director

Date:_____

KATHERINE SPITZ ASSOCIATES INC.

By_____
KATHERINE SPITZ, A.S.L.A.
Principal

Date: 3/17/09

Approved as to form:

OFFICE OF LOS ANGELES COUNTY COUNSEL

By_____
Deputy

Approved as to program:

DEANN JOHNSON, Director
Construction Management Division

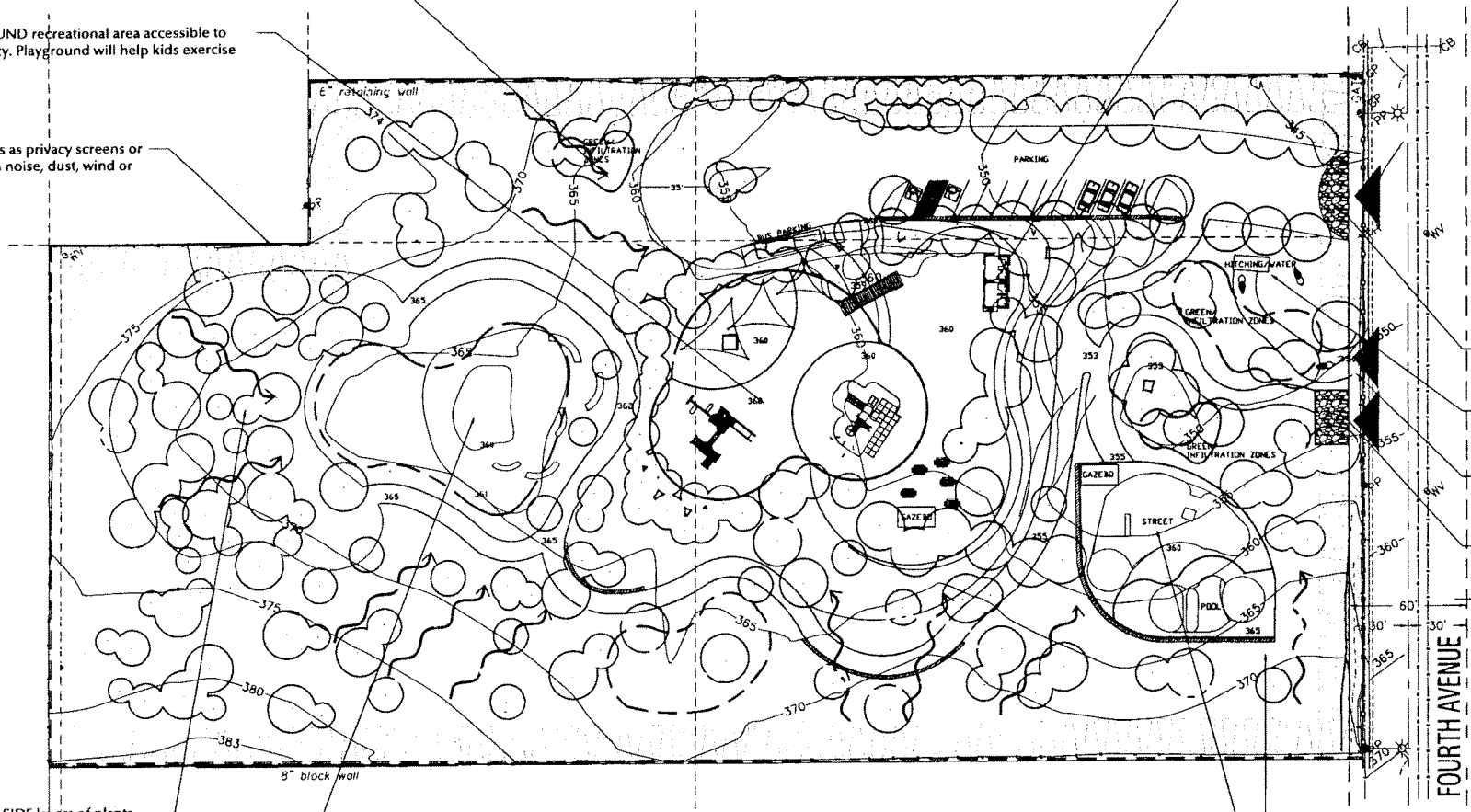
By_____

Attachment 1

PROPOSED INFILTRATION ZONES sized to accommodate and infiltrate water run-off from site. The infiltration zones can also be designed as a multi-stage, multi-function facility to archive diverse stormwater management objectives.
Re-engineering the soil will assist drainage as well.

ACCESSIBLE PLAYGROUND recreational area accessible to individuals with disability. Playground will help kids exercise through fun.

SCREENING using plants as privacy screens or higher hedges to screen noise, dust, wind or undesirable views.



PROPOSED FURNITURE creates a more vibrant park with new shade trees, pedestrian-scale lighting, gazebos, benches and trash bins.

ENTRANCE enhance park main entrance with identifiable signage and paving to promote pedestrian movement and safety

DEMONSTRATION HILLSIDE layers of plants and trees capture falling rain water by forming water reducing canopies that reduce stormwater run-off and soil erosion.

AMPHITHEATER/OUTDOOR CLASSROOM place for teachers and students to interact with the natural environment. Sensory experiences such as measuring flour or mixing sand and water can be more fully explored without the limits of the indoor classroom.

WALKING TRAILS stairs trails are constructed by making cuts in the dirt, rocks, or concrete. Stairway trails are usually for walking only.

PROPOSED SKATEBOARDING ELEMENTS a properly designed and constructed concrete skatepark will typically be one of the single most-used park amenities within a district and yet will carry some of the lowest maintenance costs. TIME MAGAZINE

Program

Accessible Playground 4000 sq. ft.
Playground 8000 sq. ft.
Open Field/BBQ 10000 sq. ft
Green/Infiltration 8000 sq. ft.
Amphitheater 8500 sq. ft.
Skate Park 7500 sq. ft.

SCALE 1" = 20'-0"

Katherine Spitz Associates, Inc.
Landscape Architecture

DATE: 10-13-08

organic scheme

4TH AVENUE PARK

REVISED WORK PLAN - ATTACHMENT 2

Phase of Work	Existing Fee	*Principal* 175	*Designer* 85	Additional hours	**Strawter** Skate LA	**VCA** Civil/Struct	**GOTAMA** MEP	**EASTON** Specs	**CPO** Cost	*Consultants subtotal*	**TOTAL**	
Schematic Design												
Attend additional Community Meeting for Shanes/Skate Park programming		4	4	1060	$1,500							
Meet with County to review master plan/kick off SD/confirm scope	1420			-1420								Omit existing fee (1420)
Request additional data from County/Review existing reports	1065		2	180								
Meet with Shane's Inspiration for coordination (2 meetings included)		4	6	1240								
"Red Team Meeting" fire, bldg, planning, etc. - 1 mtg. included	1590											
Prepare initial schematic plans and sketches	3915	12	30	4800								
Develop and refine schematic design drawings		8	140	14000								
Strawter:Schematic Design Drawings + Present at Community Meeting			2	180	2000							
Civil/Struc SD Drawings: VCA Sub and KSA Coordinate		2	12	1430		$14,364						
Plumbing and electrical SD drawings: Gotama Sub, KSA Coordinate		1	2	355			$3,150					
Irrigation: In House preparation of Irrigation schematics		1	40	3775								
Meet with County to review at completion of schematic design	1420			-1420								Omit existing fee (1420)
Prepare cost estimate at 100% schematic design	890								$5,000			
Meet with County to review 100% schematic design	1060											
Community meeting to present final schematic design: prepare and present		4	8	1420								
SUBTOTAL for SD	**$11,360**	**36**	**246**	**$25,600**	**$3,500**	**$14,364**	**$3,150**		**$5,000**	*$26,014*	**$62,974**	
original fee	*11360*											
Design Development												
Select park amenities	1070	1	4	535								
Develop DD hardscape plans	1430	4	60	6100								
Develop DD lighting plan	1070	1	30	2875								
Develop DD plant palette	1070	1	18	1795								
Develop materials boards/plant palette	1250	1	8	895								
Develop and refine design development drawings		8	80	8600								
Skate Park DD Drawings			8	720	2500							
Civil/Struc DD Drawings		2	16	1790		19950						
Gotama: Plumbing and electrical DD drawings			6	540			5250					
Prepare cost estimate at 100% design development	890								5000			
Meet with County at 100% DD to review	1060											
SUBTOTAL for DD	**$7,840**	**18**	**230**	**$23,850**	**$2,500**	**$19,950**	**$5,250**		**$5,000**	*$32,700*	**$64,390**	
CONSTRUCTION DOCUMENTS												
Project team coordination mtgs: 3 meetings included. (3.)	1860											
CDs: Landscape drawings												
a. hardscape plans	14300	16	180	19000								
b. restroom/picnic structure (prefab)	4650			0								
c. planting plans	8950	8	120	12200								
d. irrigation plans	715	1	120	10975								
e. details	2495	5	40	4475								
f. Specifications	890		40	3600				4000				
SKATE PARK CDs			6	540	5500							
Civil and Structural CDs + Calcs	3200	2	30	3050		31920						
Plumbing and electrical CDs			16	1440			8400					
Electrical engineering drawings (coordinate subconsultant)	890											
Prepare cost estimate at 50%	890			-890								Omit existing fee (890)
Meet with county at 50% CDs to review dwgs		3	3	795								Reduced hrs. from 6/6
Design revisions to address cost estimate items	1430	0	0	-1430								Omit 1430 + 4300
Prepare cost estimate at 100% CDs	890	2	9	1160					6000			
Meet with county at 100% CDs to review	1590	0	0	0								Original 1560 should cover
Coordination of consultants specs and review dwgs		2	20	2150								
Prepare structural calculations (coordinate subconsultant)	715											
Prepare written recommendations for protection of existing infrastructure	1065		6	540								
Prepare package to submit for plan check	2670		16	1440								
Prepare plan check corrections	2140	2	20	2150								
Coordinate plan check corrections with consultants	1245		8	720								
SUBTOTAL for CDs	**$50,585**	**41**	**634**	**$61,915**	**$5,500**	**$31,920**	**$8,400**	**$4,000**	**$6,000**	*$55,820*	**$168,320**	
PHASE V - BIDDING												
Prepare bid package and coordinate with County	890			0								

4TH AVENUE PARK

REVISED WORK PLAN - ATTACHMENT 2

Attend pre-bid walkthrough/follow up	1065											
Issue Addenda	1250			-1250								Omit original fee
Prepare responses to bidders questions	1600			-1600								Omit original fee
Review bids for general comments only	1070			-1070								Omit original fee
SUBTOTAL for Bid	**$5,875**		**0**	**-$3,920**	**$0**	**$0**	**$0**			*$0*	**$1,955**	
Preconstruction meeting/follow up notes	1420			0								
Tree Farm visit to tag trees			8	720								
Site Visits	8540	28	72	11380								Reduced hours from 40/190
Strawter: CO with 7 site visits				0	5500							
VCA: CO with 5 site visits						10374						
Gotama: CO with 2 site visits							3150					
Consultant coordination			16	1440								
Assist County with change orders, RFIs, submittals	5000	8	30	4100								
Prepare punch list after final site visit,	1420											
Site visit at close of maintenance period, prepare notes		4	12	1780								
SUBTOTAL for CA	**$16,380**	**40**	**138**	**$19,420**	**$5,500**	**$10,374**	**$3,150**			*$19,024*	**$54,824**	
PHASE VI - RECORD DRAWINGS												
Prepare as an additional expense												
TOTAL FEE	**$92,040**			**$126,865**	**$17,000**	**$76,608**	**$19,950**	**$4,000**	**$16,000**	*$133,558*	**$352,463**	$27,955 (master plan) + $150,000
Original fee on contract	*$92,040*					$30,800	$16,000	$5,000	$10,000			
Total Additional Fees				$126,865	$17,000	$45,808	$3,950	-$1,000	$6,000		**$198,623**	
Reimbursable items and travel expenses not included.												
mileage reimbursement to be capped at .50/mi.												

4TH AVENUE PARK
ATTACHMENT A

Phase of Work	K.Spitz Assoc. Principal $175	K.Spitz Assoc. PM $90	K.Spitz Assoc. Fee	VCA Civil and Structural	Gotama MEP	Easton Specs	CPO Cost	Sweeney Irrigation	TOTAL SUBS
PHASE I - Master Plan/ Pre-Design									
Gather programming information from County - 1 mtg	3.00	4.00	$885						
Review programming information & other data	6.00	14.00	$2,310						
Identify additional testing to be done as an additional expense (1.)	2.00	6.00	$890						
Prepare space planning diagrams	4.00	10.00	$1,600						
Prepare site analysis documents	4.00	10.00	$1,600						
Coordination meeting with consultants	2.00	4.00	$710						
Meet with Civil Engineer to coordinate grading issues	4.00	6.00	$1,240						
Review and prepare grading concepts	4.00	10.00	$1,600						
Review alternatatives for sensory elements - by Shane's Inspiration	2.00	6.00	$890						
Prepare master plan design drawings (up to two alternatives)	16.00	48.00	$7,120						
Identify phasing strategies	2.00	8.00	$1,070						
Develop grading strategies based on concept design	4.00	10.00	$1,600						
Meeting with County to review master plan drawings (2 meetings)	6.00	6.00	$1,590						
Coordinate with Shane's inspiration for selection of play equipment (initial meeting)	2.00	4.00	$710						
Identify opportunities for sustainability (5.)	2.00	10.00	$1,250						
Identify opportunites for artwork (6.)	2.00	6.00	$890						
SUBTOTAL			$25,955	$2,000					
Subtotal for Master Planning/Pre-Design			$27,955						
PHASE II - PRELIMINARY DESIGN									
(Schematic Design)									
Request additional data from County	3.00	6.00	$1,065						
Procure soils test from independent consultant - additional expense (1.)									
"Red Team Meeting" fire, bldg, planning, etc. - 1 mtg. included (3.)	6.00	6.00	$1,590						
Prepare up to two conceptual layout plans - included in master plan									
Meeting with County to review conceptual layout plans/admin follow up	4.00	8.00	$1,420						
a. Develop restroom/picnic structure schematic design	3.00	6.00	$1,065						
c. Develop planting plan schematic design	3.00	8.00	$1,245						
d. Develop hardscape/play structure layout plan	3.00	12.00	$1,605						
Meet with County to review at completion of schematic design	4.00	8.00	$1,420						
Prepare cost estimate at 100% schematic design	2.00	6.00	$890						
Meet with County to review 100% schematic design	4.00	4.00	$1,060						
(Design Development)									
Select park amenities	2.00	8.00	$1,070						
Develop detailed hardscape plan to identify accessibility and retaining conditions	2.00	12.00	$1,430						
Develop lighting plan	2.00	8.00	$1,070						
Develop plant palette	2.00	8.00	$1,070						
Develop materials boards/color palette	2.00	10.00	$1,250						
Prepare renderings ++(2.)									
Prepare cost estimate at 100% design development	2.00	6.00	$890						
Meet with County at 100% DD	4.00	4.00	$1,060						
SUBTOTAL			$19,200						
PHASE IV - CONSTRUCTION DOCUMENTS 16 WEEKS									
Project team coordination mtgs: 3 meetings included. (3.)	6.00	9.00	$1,860						
CDs: Civil engineering drawings including demo and stormwater	8.00	20.00	$3,200						
CDs: Landscape drawings									
a. hardscape plans	20.00	120.00	$14,300						

b. restroom/picnic structure	6.00	40.00	$4,650						
c. planting plans	10.00	80.00	$8,950						
d. irrigation plans (coordinate subconsultant)	1.00	6.00	$715						
e. details	5.00	18.00	$2,495						
Electrical engineering drawings (coordinate subconsultant)	2.00	6.00	$890						
Prepare cost estimate at 50% CDs	2.00	6.00	$890						
Design revisions to address cost estimate items	2.00	12.00	$1,430						
Prepare cost estimate at 100% CDs	2.00	6.00	$890						
Meet with county at 100% CDs to review	6.00	6.00	$1,590						
Prepare specifications (coordinate subconsultant)	2.00	6.00	$890						
Prepare structural calculations (coordinate subconsultant)	1.00	6.00	$715						
Prepare written recommendations for protection of existing infrastructure	3.00	6.00	$1,065						
Prepare package to submit for plan check.	6.00	18.00	$2,670						
Prepare plan check corrections	4.00	16.00	$2,140						
Coordinate plan check corrections with consultants	3.00	8.00	$1,245						
SUBTOTAL			$50,585						
PHASE V - BIDDING									
Prepare bid package (drawings and specifications) and coordinate with County ***	2.00	6.00	$890						
Attend pre-bid walkthrough/follow up	3.00	6.00	$1,065						
Issue addenda	2.00	10.00	$1,250						
Prepare responses to bidder questions	4.00	10.00	$1,600						
Review bids for general comment only	2.00	8.00	$1,070						
SUBTOTAL			$5,875						
PHASE V - CONSTRUCTION ADMIN/OBSERVATION									
Preconstruction meeting/follow up notes	4.00	8.00	$1,420						
Site visits: 14 by PM, 5 by Principal	20.00	56.00	$8,540						
Assist County with change orders, RFIs, submittals	8.00	40.00	$5,000						
Prepare punch list after final site visit	4.00	8.00	$1,420						
SUBTOTAL			$16,380						
PHASE VI - RECORD DRAWINGS									
Prepare as an additional expense (4.)									
TOTAL FEE (EXCLUSIVE OF MASTER PLAN)			$92,040	$30,800	$16,000	$5,000	$10,000	$5,130	$66,930
								GRAND TOTAL	$158,970

VII - OTHER SERVICES/ADDITIONAL MEETINGS

Coordination meetings with Shane's Inspiration	4.00	6.00	$1,240
"Red Team Meeting" fire, bldg, planning, etc - per each	6.00	6.00	$1,590
Prepare presentation & present conceptual design to BOS	8.00	30.00	$4,100
3 Community meetings - attendance, preparation & presentation (each mtg.) (Mtg. 1 - charette; Mtg. 2 present the vision; Mtg. 3 final presentation of design)	6.00	15.00	$2,400

Reimbursable items and travel expenses not included.

++ Professional renderings not included
*** Hours include assistance to County in compiling complete bidding document.