County of Los Angeles
CHIEF EXECUTIVE OFFICE
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
http://ceo.lacounty.gov

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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Fifth District

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES
#26 NOVEMBER 15, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

November 15, 2011

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:

**DEPARTMENT OF PARKS AND RECREATION:
CARVER PARK GENERAL IMPROVEMENTS PROJECT
CATEGORICAL EXEMPTION, APPROVE CAPITAL PROJECT, APPROVE TOTAL PROJECT BUDGET, APPROVE APPROPRIATION ADJUSTMENT AND ADOPT YOUTH EMPLOYMENT PLAN
CAPITAL PROJECT NO. 86451
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

Approval of the recommended actions will allow the Department of Parks and Recreation to proceed with the design and construction of the Carver Park General Improvements Project, and approve appropriation adjustment.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the proposed Project is exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the Project.

2. Approve the Carver Park General Improvements Project, Capital Project No. 86451, and budget in the amount of $610,000.

3. Approve the appropriation adjustment in the amount of $610,000 to offset with revenue from the Los Angeles County Safe Neighborhood Parks Proposition of 1996 (Proposition A), a Regional Park and Open Space District Grant, to fully fund the proposed Carver Park General Improvements Project, Capital Project No. 86451.

4. Authorize the Director of Parks and Recreation to execute an Agreement with a Board-approved as-needed design consultant to provide design services for the Carver Park General Improvements Project for a $53,000 not-to-exceed fee funded by Capital Project No. 86451.

5. Authorize the Department of Parks and Recreation to deliver the Project construction through the Department's Board-approved Job Order Contract.

6. Adopt the Youth Employment Plan as required by the Regional Park and Open Space District.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will find that the Project is exempt from the provisions of the California Environmental Quality Act (CEQA) and allow the Department of Parks and Recreation (Parks) to proceed with the design of the Carver Park General Improvements Project (Project), Capital Project No. 86451. Parks will deliver the Project using Parks Job Order Contracts (JOC) Program.

Located at 1400 East 118th Street in Los Angeles, the Carver Park community building roof and interior restrooms show significant signs of wear and deterioration, and its travel paths are not compliant with the Americans with Disability Act (ADA) guidelines. Additionally, the irrigation system is outdated and inefficient.

To address the repairs and upgrades, the Project scope consists of the redesign and upgrade of the restrooms and concrete paths of travel to comply with current Building Code requirements and ADA guidelines. In addition, irrigation system upgrades will include a new pump, smart controllers, and appurtenant improvements.

Following the completion of construction documents and jurisdictional approvals, Parks will complete construction of the Project improvements for the community building restroom and roof, walkways, irrigation system, and the installation of the exercise equipment using a JOC.

Parks will purchase and install a kiosk, bike rack, trash bins, benches, signage and drinking fountains. This portion of the work to be installed in-house by South Agency crafts, with the assistance of youth workers. This part of the work does not require preparation and or submittal of construction documents.

All projects funded by the Safe Neighborhood Parks Proposition of 1996 (Proposition A) require that your Board adopt a Youth Employment Plan (Attachment III).

Green Building/Sustainable Design Program

The Project will support the intent of your Board's Green Building/Sustainable Design policy by incorporating a smart irrigation system to minimize water consumption. In addition, the Project will incorporate the use of energy efficient fixtures and/or sustainable materials, wherever feasible.

Implementation of Strategic Plan Goals

The recommended actions meet the Board-approved County Strategic Plan Goals of Operational Effectiveness (Goal 1), by completing the work in the most efficient and cost-effective manner; Children, Family, and Adult Well-Being (Goal 2), by publicizing affordable, accessible, educational, and cultural opportunities; and Community and Municipal Services (Goal 3), by enhancing health and recreational opportunities to benefit County residents in the Second Supervisorial District.

FISCAL IMPACT/FINANCING

The total cost for the Project, including consulting services, construction contract, miscellaneous expenditures, and County services, is estimated at $610,000, which is fully funded by a grant provided by the Proposition A, previously awarded to the Department.

Approval of the attached appropriation adjustment (Attachment II) will authorize the Auditor-Controller to transfer $610,000 in Safe Neighborhood Parks Proposition of 1996 (Proposition A) revenue from the Various 2nd District Park Improvements, Capital Project No. 77109 to the Carver Park General Improvements Project, Capital Project No. 86451. There is sufficient appropriation and revenue in the Fiscal Year 2011-2012 Capital Projects Budget to fund these actions. There is no impact to net County cost.

The Project Schedule and Budget Summary are included in Attachment I.

Operating Budget Impact

Following completion of the Project, Parks does not anticipate any additional one-time or ongoing costs. The provisions of the Project have operating and maintenance requirements which will be fulfilled with existing park staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to your Board's Civic Art Policy, adopted December 7, 2004, and subsequently revised on November 5, 2008, the Project budget includes 1 percent of design and construction costs totaling $4,300 to be allocated to the Civic Art Fund.

A standard JOC contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The Project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, the contractor is willing to consider the County's Greater Avenues for Independence (GAIN) and General Relief Opportunities for Work (GROW) Programs participants for future employment.

As required by your Board, language has been incorporated into the Project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

On June 26, 1997, your Board, acting as the governing body of the District, adopted a Youth Employment Policy (Policy) for projects funded by Proposition A. The District's Policy requires that the governing body of the grantee adopts a Youth Employment Plan for each Proposition A funded project at a duly noticed public meeting. Parks Youth Employment Plan is included as Attachment III.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The Project consists of repair and/or replacement of the building's roof and restrooms. Concrete repairs are also required to ensure adequate path of travel. The scope of work also includes irrigation system upgrades, including a new pump, smart controllers, wiring and associated improvements, and purchase and installation of a kiosk, bike rack, trash bins, benches, signage, and drinking fountains. The Project 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) and (f), Section 15302 (b) and (c) , Section 15303(e) and Section 15311(a) of the State CEQA Guidelines and Classes 1 (c) (d) (i) and (l), 2(a) and(e), 3(b) and 11 and (d) of the County's Environmental Document Reporting Procedures, because the proposed Project consists of repair, replacement, upgrade and rehabilitation of existing facilities involving negligible or no expansion of an existing use and the replacement structures will be located on the same site and have the same purpose and capacity as the structures replaced. In addition, the project is not located in a particularly sensitive environment,

there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the project records.

CONTRACTING PROCESS

This authority will allow Parks to utilize an as-needed consultant to prepare required plans and specifications and also the ability to procure a JOC to complete the proposed Project.

As provided by the State Labor Code, the Project specifications require that contractors pay prevailing wage rates to all persons providing work on the Project.

Participation by Community Business Enterprises (CBE) in the Project will be encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

The Project will be delivered using a Board-approved JOC, which was competitively bid and awarded to the Lowest Responsive and Responsible Bidder in accordance with the State Public Contract Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will allow the provision of increased services to the public through the repair and upgrade of old and deteriorated facilities. Additionally, provisions for ADA accessibility for park patrons will be provided.

The park will remain open during construction; however, some impacts to existing park programs and services will occur during construction. Informational signage will be included and portable restrooms will be provided to minimize impacts. In addition, a contingency program will be prepared to identify alternative locations for park patrons to visit during construction.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division, and to the Department of Parks and Recreation.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR:DJT
SW:RB:LL:mc

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Arts Commission
Parks and Recreation

ATTACHMENT I

DEPARTMENT OF PARKS AND RECREATION:
CARVER PARK GENERAL IMPROVEMENTS PROJECT
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT
APPROVE CAPITAL PROJECT NO. 86451

I. PROJECT SCHEDULE

Project Activity	Phase I Signage, Drinking Fountains, etc.	Phase II Community Building & Irrigation Improvements
Award Design Contract	NA	NA
Execute Design Contract	NA	11/15/11
Construction Documents	N/A	12/15/11
Jurisdictional Approvals	N/A	01/30/12
Award JOC Contract	N/A	02/15/12
Start Construction	11/15/11	02/20/12
Substantial Completion	12/01/11	05/22/12
Project Acceptance	12/15/11	06/30/12

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	**$0**
Construction	
Low Bid Construction Contract	0
Job Order Contract	477,000
Change Orders/ Contingency	47,700
Departmental Crafts	9,000
Youth Employment	1,000
Misc. Expense	0
Telecomm Equip – Affixed to Building	0
Civic Arts	4,300
Subtotal	**$539,000**
Programming/Development	**$0**
Plans and Specifications*	**$0**
Consultant Services	
Site Planning	53,000
Hazardous Materials	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating (DPW – DSO)	6,000
Topographic Surveys	0
Construction Management	0
Contract Administration (Gordian Group)	4,000
Environmental	0
Move Management	0
Equipment Planning	0
Legal	0
Construction/Change Order	0
Other	0
Subtotal	**$63,000**
Miscellaneous Expenditures	**$0**
Jurisdictional Review/Plan Check/Permit	**$0**
County Services	
Code Compliance Inspection	1,000
Quality Control Inspection	0
Design Review	1,000
Design Services	0
Contract Administration / Affirmative Action	3,000
Project Management	0
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	3,000
ISD ITS Communications	0
Project Security	0
Project Technical Support	0
Office of Affirmative Action	0
County Counsel	0
Other:	0
Subtotal	**$8,000**
TOTAL	**$610,000**

ATTACHMENT II

APPROPRIATION ADJUSTMENT FOR CARVER PARK GENERAL IMPROVEMENTS PROJECT
Capital Project No. 86451
(SEOND DISTRICT) (3 VOTES)

FY 2011 – 12

SOURCES:		**USES:**	
Department of Parks & Recreation Capital Project/Refurbishments Various 2nd District (2) Park Improvements A01-CP-6014-65043-77109 Capital Assets – B & I Decrease Appropriation	$610,000	Department of Parks & Recreation Capital Project/Refurbishments Various 2nd District (2) Park Improvements A01-CP-91-R400-65043-77109 Rev.: Reg Park & Open Space DT/CP Decrease Revenue	$610,000
Department of Parks & Recreation Capital Project/Refurbishments Carver Park (2) General Rehabilitation Project A01-CP-91-R400-65043-86451 Rev.: Reg Park & Open Space DT/CP Increase Revenue	$610,000	Department of Parks & Recreation Capital Project/Refurbishments Carver Park (2) General Rehabilitation Project A01-CP-6014-65043-86451 Capital Assets – B & I Increase Appropriation	$610,000
SOURCES TOTAL:	**$ 1,220,000**	**USES TOTAL:**	**$1,220,000**

Justification: Adjustment is necessary to increase appropriation and revenue to fully fund the Carver Park General Improvements Project Capital Project No 86451.

BAH 034 K Sikuma 10/24/11

ATTACHMENT III

COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
(CARVER PARK GENERAL IMPROVEMENTS PROJECT)
(C.P. NO. 86451), (GRANT NO.1470-99-0787)
YOUTH EMPLOYMENT PLAN

BACKGROUND (Scope of Work)

The proposed project will include upgrades to the existing community building's roof and restrooms to comply with ADA, concrete repairs to ensure adequate path of travel, irrigation system upgrades including a new pump, smart controllers, and wiring, installation of a kiosk, bike rack, trash bins, benches, signage, and drinking fountains.

Tasks that may be performed by At-Risk Youth

Youth will assist park staff with the installation of a concrete pad with a kiosk, bike rack, trash bin, park bench, signage and drinking fountains.

Estimated Cost of Youth Employment

The estimated cost of youth employment for the Carver Park General Improvements Project is $1,000.

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 recruits youth to work on projects and programs based on their training, experience, and physical class. Parks will utilize youth through its YEPP to perform tasks on this project.

Youth Employment Goal:

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

PINK (1)

BA FORM 09/09

BOARD OF SUPERVISORS OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. [DEPT. NO]

DEPARTMENT OF DEPARTMENT OF PARKS AND RECREATION

October 24, 2011

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 2011-2012

3 - VOTES

SOURCES	USES
SEE ATTACHED	SEE ATTACHED

SOURCES TOTAL: $ 1,220,000

USES TOTAL: $ 1,220,000

JUSTIFICATION

Adjustment is necessary to increase appropriation and revenue to fully fund the Carver Park General Improvements Project Capital Project No 86451.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

AUTHORIZED SIGNATURE [NAME] SABRA WHITE

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

26 NOV 15 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

☐ ACTION

☑ RECOMMENDATION

☑ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

AUDITOR-CONTROLLER BY Karen Shikuma

Oct 24 20 11

B.A. NO. 034

CHIEF EXECUTIVE OFFICER BY [illegible]

Oct 24 20 11

SEND 6 COPIES TO THE AUDITOR-CONTROLLER