



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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May 06, 2014

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

43 May 6, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**DEPARTMENT OF PARKS AND RECREATION:
ESTABLISH GEORGE LANE SKATE PARK PROJECT
CAPITAL PROJECT NO. 69701 AND
CASTAIC SPORTS COMPLEX SKATE PARK PROJECT
CAPITAL PROJECT NO. 69769
FIFTH DISTRICT
(3 VOTES)**

SUBJECT

Approval of the recommended actions will establish the proposed George Lane Skate Park Project and the proposed Castaic Sports Complex Skate Park Project, and allow the Department of Parks and Recreation to proceed with conceptual plan designs and cost estimates for the proposed new skate parks.

IT IS RECOMMENDED THAT THE BOARD:

1. Establish the proposed George Lane Skate Park Project, Capital Project No. 69701, and the proposed Castaic Sports Complex Skate Park Project, Capital Project No. 69769.
2. Authorize the Director of Parks and Recreation, or his designee, to use a Board-approved as-needed design consultant to provide conceptual plan design and cost estimate services for a not-to-exceed fee of \$139,920 for the proposed George Lane Skate Park Project, and a not-to-exceed fee of \$155,120 for the proposed Castaic Sports Complex Skate Park Project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will establish the proposed George Lane Skate Park Project

and the proposed Castaic Sports Complex Skate Park Project (Projects), and allow the Department of Parks and Recreation (Department) to use a Board-approved as-needed design consultant to provide conceptual plan designs and cost estimates for the proposed Projects.

The proposed Projects' designs consist of new in-ground concrete skate parks, approximately 10,000 square-foot in size, security fencing, and other amenities, such as drinking fountains and bleachers. The designs will also include Americans with Disabilities Act (ADA) upgrades to parking stalls and path of travel to the existing restroom building.

The design consultant will provide Project schedules, general development requirements, survey maps, and soil reports; identify necessary regulatory permitting, code-compliance, and jurisdictional constraints; develop conceptual designs through site analysis and two community outreach workshops; and provide conceptual grading and utility plans, conceptual plan cost estimates, and perspective renderings.

The Department will manage the design of the proposed Projects and transfer the proposed Projects to the Department of Public Works (Public Works) for project implementation. Upon transfer of the proposed Projects' conceptual plan designs and cost estimates, Public Works will return to the Board for approval of the proposed Projects' budgets and schedules.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Fiscal Sustainability (Goal 2) by investing in new facilities that will enhance recreational activities for County residents.

Green Building/Sustainable Design Program

The proposed Projects will support the Board's Green Building/Sustainable Design Program by incorporating recycled products, such as steel for the fencing, concrete for the pathways and skate park, plastics for the benches, and local sustainable low-maintenance landscaping.

FISCAL IMPACT/FINANCING

The design consultant's fee is for a not-to-exceed amount of \$139,920 for the proposed George Lane Skate Park Project and a not-to-exceed amount of \$155,120 for the proposed Castaic Sports Complex Skate Park Project. Sufficient appropriation is available in the Fiscal Year (FY) 2013-14 Capital Project/Refurbishment Budget (Capital Project Nos. 69701 and 69769) to fund the design fee.

The current Project budget for the proposed George Lane Skate Park Project is \$1,200,000, which is funded with Utility Users Tax-Cy Pres II funds. The current Project budget for the proposed Castaic Sports Complex Skate Park Project is \$900,000, which is funded with net County cost. Upon transfer of the Projects' conceptual plan design and cost estimate to Public Works, Public Works will return to the Board for approval of the Projects' budget and schedule.

Operating Budget Impact

The Department anticipates a one-time, start-up cost of approximately \$6,000 for each of the proposed Projects for the dedication, signage, and maintenance equipment; and ongoing operating costs of approximately \$68,000 for the proposed George Lane Skate Park Project and \$67,000 for the proposed Castaic Sports Complex Skate Park Project for maintenance and recreation personnel,

maintenance supplies, and utilities.

The Department will work with Chief Executive Office to determine the appropriate level of funding and will submit a New Facilities request in the appropriation year the proposed Projects are complete.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004, and revised on December 15, 2009, upon the Board's approval of the proposed Projects, the Project budgets will include 1 percent of design and construction costs to be allocated to the Civic Arts Fund.

Data regarding the design consultants' minority participation is on file with the Department.

ENVIRONMENTAL DOCUMENTATION

The recommended action is not a project under the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed activity is an administrative activity of government, which will not result in direct or indirect physical changes to the environment. The appropriate environmental documentation will be completed and submitted to the Board for consideration when Public Works returns to the Board for approval of the proposed Projects.

CONTRACTING PROCESS

On May 17, 2011, the Board awarded and authorized the Director of Parks and Recreation, or his or her designee, to execute consultant services agreements with Design, Community and Environment; Post Buckley, Schuh & Jernigan, Inc., dba PBS&J; RBF Consulting; RJM Design Group, Inc.; Sapphos Environmental Inc.; and Withers and Sandgren LTD, each for a not-to-exceed fee of \$1,000,000 annually, to provide as-needed planning, environmental, and architectural/engineering services for various County projects for a three-year term with two one-year extensions; provided, however, that the expiration date of the contracts is subject to the following condition: where services for given projects have been authorized, but are not completed prior to the stated expiration date, the expiration date of the agreements is extended to allow for completion of such services.

An evaluation committee composed of Department staff assessed each proposer's qualifications. The selected firm represents the best-qualified firms to provide the required services based upon their proposed organizational structure, support resources, technical and administrative expertise, experience, and proposed work plan. The firm was selected without regard to race, creed, color, or gender.

RJM Design Group (RJM) was selected to provide design consultant services for the proposed Projects. The fee for RJM's services is a fixed fee determined by negotiation between County and Consultant based on the Consultant and Sub-Consultant(s) Fee Schedules included in Attachment C of its Consultant Services Agreement No. 10331 approved by the Board on August 8, 2011. The negotiated fee has been reviewed by the Department and is considered reasonable for the scope of work.

The conceptual plan design and cost estimate services are needed to better meet the community's

needs, and will be completed by the design Consultant for a not-to-exceed fee of \$139,920 for the proposed George Lane Skate Park Project and \$155,120 for the proposed Castaic Sports Complex Skate Park Project.

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.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Projects will have no impact on current County services.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; and the Department of Parks and Recreation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:DJT
SW:VM:rp

c: Executive Office, Board of Supervisors
County Counsel
Parks and Recreation