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

"To Enrich Lives Through Effective And Caring Service""

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

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MICHAEL D. ANTONOVICH
Fifth District

June 17, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

45 June 17, 2014

SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

DEPARTMENT OF PUBLIC WORKS:
VIRGINIA ROBINSON GARDENS
GENERAL IMPROVEMENTS PROJECT
APPROVE CAPITAL PROJECT, APPROPRIATION ADJUSTMENT, AND
ADOPT YOUTH EMPLOYMENT PLAN
SPECS. 7251; CAPITAL PROJECT NO. 86284
THIRD DISTRICT
(3 VOTES)

SUBJECT

Approval of the recommended actions will approve the Virginia Robinson Gardens General Improvements Project and appropriation adjustment to fund the Project; adopt the Youth Employment Plan; and authorize the Department of Public Works to deliver the Project using a Board-approved Job Order Contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Virginia Robinson Gardens General Improvements Project is exempt from the California Environmental Quality Act, since the proposed Project involves repairs and improvements at the historic Virginia Robinson Gardens facility in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitation, Restoring, and Reconstructing Historic Buildings (1995), and is also within certain other classes of projects that have been determined not to have a significant effect on the environment for the reasons stated in this letter and also in the record of the Project.

2. Approve the proposed Virginia Robinson Gardens General Improvements Project, Capital Project No. 86284, with a Project budget in the amount of $1,402,000.

3. Approve the appropriation adjustment to transfer $421,000 of Specified Excess Funds available to the Third Supervisorial District, pursuant to the Los Angeles Safe Neighborhood Parks Proposition of 1996, to fully fund the proposed Virginia Robinson Gardens General Improvements Project, Capital Project No. 86284.

4. Authorize the Department of Public Works to deliver the proposed Virginia Robinson Gardens General Improvements Project using a Board-approved Job Order Contract.

5. Adopt the Youth Employment Plan, for the proposed Virginia Robinson Gardens General Improvements Project, as required by the County of Los Angeles Regional Parks and Open Space District's Procedural Guidelines.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Virginia Robinson Gardens General Improvements Project (Project) exempt from the California Environmental Quality Act (CEQA); approve the proposed Project and budget; adopt the Youth Employment Plan (YEP); and authorize the Department of Public Works to deliver the proposed Project using a Board-approved Job Order Contract (JOC).

Project Description and Delivery

The Virginia Robinson Gardens was bequeathed to the County of Los Angeles in 1974 for use as a house museum and garden. Originally built in 1911, the 6-acre property is the City of Beverly Hills' first luxury estate that contains a display garden, mansion, and pool pavilion, and is designated as a historic landmark in Beverly Hills and is listed on the National Register of Historic Places. The Department of Parks and Recreation (Parks and Recreation), along with the Friends of Robinson Gardens, maintain and preserve this historically significant property for the public to enjoy. Due to age and continuous wear and tear, the property is in need of various upgrades and restoration to extend the life of the facility and enhance the experience to the public.

The proposed Project consists of upgrading the main electrical service to the property; adding a new separate electrical service and a new automated security driveway gate to the existing lower garage; adding new security lighting and security cameras throughout the facility; upgrading the heating and cooling systems for both the main house and the pool pavilion to museum grade quality to improve preservation of historic artifacts, furnishings, and finishes; and repairing the existing swimming pool ceramic tiles and grout to restore the pool to its original condition.

The proposed Project will be administered by Department of Public Works (Public Works) using in-house staff and as-needed consultants for design, and JOC for construction of the improvements.

Approval of the YEP in Attachment B is required in order to comply with the requirements of the County Regional Parks and Open Space District's (District) YEP. However, due to the technical upgrades and highly skilled labor required to perform the proposed work, youth will not be employed for the proposed Project.

Green Building/Sustainable Design Program

The proposed Project will support the Board's Policy for Green Building/Sustainable Design Program

by incorporating sustainable design features to optimize energy use efficiency, enhance the sustainability of the site, and improve indoor environmental air quality by incorporating energy efficient heating and cooling systems for the buildings.

Implementation of Strategic Plan Goals

The proposed Project will support the Countywide Strategic Plan Goal of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3) by investing in preservation of a historical landmark for the education and enjoyment of the general public.

FISCAL IMPACT/FINANCING

The total Project cost, including plans and specifications, plan check, construction, consultant services, miscellaneous expenditures, and County services, is estimated at $1,402,000. The Project Schedule and Budget Summary are included in Attachment A. Sufficient appropriation is available in Fiscal Year 2013-14 Capital Projects/Refurbishment Budget under Capital Project No. 86284 to fully fund the project.

The proposed Project will be funded with $233,000 from the County of Los Angeles Safe Neighborhood Parks Proposition of 1992 (Proposition A), and $421,000 of Specified Excess Funds available to the Third Supervisorial District, pursuant to the Los Angeles Safe Neighborhood Parks Proposition of 1996 (Proposition A), $248,000 from the Third Supervisorial District's Capital Improvements net County cost, and $500,000 from the Virginia Robinson Trust Fund.

Approval of the appropriation adjustment (Attachment C) will authorize the transfer of $421,000 from the Specified Excess Funds available to the Third Supervisorial District, pursuant to the Los Angeles Safe Neighborhood Parks Proposition of 1996, to fully fund the proposed Project.

Operating Budget Impact

Based on the Project description, Parks and Recreation does not anticipate any additional one-time (start-up) or ongoing operating costs. The provisions of the Project have maintenance requirements that will be fulfilled with existing departmental staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 26, 1997, the Board, acting as the governing body of the District, adopted the YEP for projects funded by Proposition A. The District requires that the governing body of the grantee adopt a YEP for each Proposition A funded project at a duly noticed public meeting. Approval of the YEP for the project will comply with the District's YEP. However, due to the technical upgrades and required high level of skilled labor necessary to perform work on the historic structures, there are no tasks that youth can perform during the construction of the proposed Project.

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004, and amended on December 15, 2009, the proposed Project budget includes 1 percent of design and construction costs to be allocated to the Civic Arts Fund.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA pursuant to Sections 15301(a), (b), and (d), 15302(c), 15303(d), and 15331 of the CEQA Guidelines, and Classes 1(c), (d), (e), and (m), 2(e), and 3(a) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, as the proposed Project involves repairs and improvements at the historic Virginia Robinson Gardens facility in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitation, Restoring, and Reconstructing Historic Buildings (1995), and is within certain classes of projects that have been determined not to have a significant effect on the environment. The proposed Project involves power and mechanical system upgrades and improvements and repairs to existing facilities at the existing Virginia Robinson Gardens with negligible or no expansion of existing use. Replacement of existing utility systems will have the same purpose and capacity as the systems replaced. In addition, the proposed Project is not located 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 project records.

Upon the Board's approval of the proposed Project, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the CEQA Guidelines.

CONTRACTING PROCESS

Design of the improvements will be completed by Public Works in-house staff and as-needed consultants. Improvements to the facility will be completed using a Board-approved Job Order Contract administered by Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on current services or projects. The existing facility will remain operational during construction of the proposed improvements.

CONCLUSION

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

Respectfully submitted,

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:SHK:DJT
SW:VM:rp

Enclosures

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

June 17, 2014

ATTACHMENT A

DEPARTMENT OF PUBLIC WORKS:
APRPOVE VIRGINIA ROBINSON GARDENS
GENERAL IMPROVEMENTS PROJECT
SPECS. 7251; CAPITAL PROJECT NO. 86284;

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	10/09/14
Jurisdictional Approvals	12/10/14
Construction Award (JOC)	02/09/15
Start Construction	02/19/15
Substantial Completion	11/20/15
Project Acceptance	12/30/15

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	$ 0
Construction	
Low Bid Construction Contract	$ 0
Job Order Contract	817,000
Change Orders	124,000
Youth Employment	0
Construction Consultants	0
Misc. Expense	0
Gordian Group Fees	14,000
Civic Art	10,000
Utility Connection Fees	12,000
Subtotal	$ 977,000
Parks and Recreation Expenditures	$ 45,000
Programming/Development	$ 0
Plans and Specifications	$ 148,000
Consultant Services	
Site Planning	$ 0
Hazardous Materials	0
Geotech/Soils Report and Soils Testing, and inspection	0
Material Testing	0
Cost Estimating	0
Topographic Surveys	0
Construction Management	0
Construction Administration	0
Environmental	0
Move Management	0
Equipment Planning	0
Legal	0
Subtotal	$ 0
Miscellaneous Expenditures	$ 1,000
Jurisdictional Review/Plan Check/Permit	$ 6,000
County Services	
Code Compliance and Quality Control Inspection	$ 40,000
Design Review	0
Design Services	0
Contract Administration (including Labor Compliance)	21,000
Project Management	125,000
Project Management Support Services	0
Consultant Contract Recovery	8,000
ISD - Job Order Contract Management	0
DPW - Job Order Contract Management	0
ISD - ITS Communications	0
Project Security	0
Project Technical Support	21,000
ISD - Countywide Contract Compliance Section	10,000
County Counsel	0
Subtotal	$ 225,000
TOTAL	**$1,402,000**

June 17, 2014

ATTACHMENT B

DEPARTMENT OF PARKS AND RECREATION:
VIRGINIA ROBINSON GARDENS GENERAL IMPROVEMENTS PROJECT
SPECS. 7251; CAPITAL PROJECT NO. 86284

YOUTH EMPLOYMENT PLAN

BACKGROUND (Scope of Work)

The proposed project consists of upgrading the main electrical service to the property; adding a new separate electrical service and a new automated security driveway gate to the existing lower garage; adding new security lighting and security cameras throughout the facility; upgrading the heating and cooling systems for both the main house and the pool pavilion to museum grade quality to improve preservation of historic artifacts, furnishings, and finishes; and repairing the existing swimming pool ceramic tiles and grout to restore the pool to its original condition.

Tasks that may be Performed by At-Risk Youth

There are no tasks that youth can perform on the Virginia Robinson Gardens General Improvements project due to the technical upgrades and high level of skilled labor required to perform the work on the historical structures.

Youth Employment Goal

The Youth Employment Goal established for the County was $15,739,507.43. The County has exceeded this goal.

PINK

BA FORM 03/13

BOARD OF SUPERVISORS OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO.

DEPARTMENT OF Chief Executive Office

June 17, 2014

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 2013-14

3 - VOTES

SOURCES	USES
BA DETAIL - SEE ATTACHMENT PAGE 1	BA DETAIL - SEE ATTACHMENT PAGE 1

SOURCES TOTAL: $ 842,000

USES TOTAL: $ 842,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Virginia Robinson Gardens General Improvements Project, CP No. 86284.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

AUTHORIZED SIGNATURE SABRA WHITE

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

45 JUN 17 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

☐ ACTION

☑ RECOMMENDATION

AUDITOR-CONTROLLER BY

B.A. NO. 218 June 3 20 14

☑ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER BY

June 4 20 14

ATTACHMENT C

APPROPRIATION ADJUSTMENT
THIRD DISTRICT
3 VOTES

FY 2013 – 14

SOURCES:

PARKS AND RECREATION
PK-Var 3rd Dist Park Improvements (3)
A01-CP-6014-65043-77110
Capital Assets-Building and Improvements $421,000
DECREASE APPROPRIATION

PARKS AND RECREATION
PK-V. Robinson Gardens General Improvements (3)
A01-CP-91-R400-65043-86284
Rev: Reg Park and Open Space District-CP $421,000
INCREASE REVENUE

$842,000

USES:

PARKS AND RECREATION
PK- Var 3rd Dist Park Improvements (3)
A01-CP-91-R400-65043-77110
Rev: Reg Park and Open Space District-CP $421,000
DECREASE REVENUE

PARKS AND RECREATION
PK-V. Robinson Gardens General Improvements (3)
A01-CP-6014-65043-86284
Capital Assets-Building and Improvements $421,000
INCREASE APPROPRIATION

$842,000

Justification: The appropriation adjustment is necessary to fund the Virginia Robinson Gardens General Improvements Project, CP No. 86284.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

45 JUN 17 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

BA #218
6/3/14