COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Parks Make Life Better!"

Russ Guiney, Director | John Wicker, Chief Deputy Director

September 8, 2015

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

35 September 15, 2015

PATRICK OGAWA
ACTING EXECUTIVE OFFICER

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
AMELIA MAYBERRY PARK
PARKING LOT AND GENERAL IMPROVEMENTS PROJECT
ESTABLISH CAPITAL PROJECT 87280, APPROVE CAPITAL PROJECT, SCOPE, BUDGET AND APPROPRIATION ADJUSTMENT
(FOURTH DISTRICT) (4 VOTES)

SUBJECT

Approval of the recommended actions will establish the proposed Amelia Mayberry Park Parking Lot and General Improvements Project, approve the scope, budget, appropriation adjustment, and allow the Department of Parks and Recreation to proceed with the construction of the proposed Project using a Board-approved Job Order Contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Amelia Mayberry Park Parking Lot and General Improvements Project is categorically exempt from the California Environmental Quality Act for the reasons stated herein and the reasons reflected in the record of the Project.

2. Establish and approve the Amelia Mayberry Park Parking Lot and General Improvements Project, Capital Project No. 87280, and the total estimated Project budget of $207,000.

3. Approve an appropriation adjustment to fully fund the proposed Capital Project No. 87280.

4. Authorize the Department of Parks and Recreation to carry out the construction of the project through a Board-approved Job Order Contract.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find that the proposed Amelia Mayberry Park Parking Lot and General Improvements Project (Project), located at 13201 East Meyer Road, in the unincorporated area of Whittier, categorically exempt from the California Environmental Quality Act (CEQA); establish the proposed Project, and approve the scope and budget; and authorize the Department of Parks and Recreation (Parks and Recreation) to deliver the proposed Project using a Board-approved Job Order Contract (JOC).

The proposed Project includes the refurbishment of the main park entry off of East Meyer Road, which includes an improved approach angle for vehicles entering and exiting the park. The existing parking lots at the park will be repaired, resurfaced, restriped and will include construction of a new turn-around area to provide a safe, vehicular and pedestrian friendly parking area with improved traffic flows. In addition, portions of the irrigation system near the park entry will be repaired and refurbished.

All work will be done in compliance with current Americans with Disabilities Act (ADA) standards. Parks and Recreation in-house staff has developed a preliminary site plan of the entire Park and of the proposed layout for the senior building parking lot. In addition, Plans and specifications will be developed by Parks and Recreation in-house design staff with assistance from the Department of Public Works. The JOC contractor will be responsible for obtaining the permits based on the plans and specifications provided by Parks and Recreation.

The proposed Project is exempt from the County's Civic Art policy as eligible project costs do not exceed $500,000.

Sustainable Design program

The proposed Project will support the intent of the Board's Green Building/Sustainable Design policy by incorporating low water use and efficient electrical energy saving fixtures.

Implementation of Strategic Plan Goals

The recommended actions meet the Board approved County Strategic Plan Goals of Operational Effectiveness/Fiscal Responsibility (Goal 1), by completing the work in the most efficient and cost-effective manner and Integrated Service Delivery (Goal 3), by investing in public infrastructure that will enhance recreational opportunities to benefit County residents.

FISCAL IMPACT/FINANCING

The total proposed Project cost, including plans, specifications, construction, miscellaneous expenditures and County services, is estimated at $207,000. The proposed Project Schedule and Budget Summary are included in Attachment I.

On March 4, 2014 the Board adopted a resolution to approve the submission of a grant application and authorize acceptance of grant funds from the State of California Housing Related Parks Program for Various Park Improvement Projects.

Approval of the attached appropriation adjustment (Attachment II) will transfer $150,000 in revenue offset by a grant from the California Department of Housing and Community Development under the Housing Related Park Program (HRPP) Funds; and $57,000 from the Department's Operating Budget to the Amelia Mayberry Park Parking Lot and General Improvements Project, Capital Project Number 87280, to fully fund the project.

Operating Budget Impact

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

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.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The proposed Project, which consists of parking lot refurbishment, removal and replacement of damaged asphalt and irrigation repair and refurbishment work, 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 Sections 15301(b) (d) and 15302 (c) of the State CEQA Guidelines, and Classes 1 (c)(e) and 2 (e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the proposed Project involves existing facilities of publicly-owned utilities, restoration or rehabilitation of deteriorated or damaged structures and facilities to meet current standards of public health and safety and replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.

CONTRACTING PROCESS

The Project will be delivered using a Board-approved JOC, which are 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 construction will be phased to minimize impacts.

CONCLUSION

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

Please instruct the Executive Officer-Clerk of the Board to return one adopted copy of this action to the Chief Executive Office, Capital Projects Division, and one adopted copy to the Department of Parks and Recreation.

Respectfully submitted,

Russ Guiney
Director

sla:rc

Attachments

c: Executive Office, Board of Supervisors
Chief Executive Officer
Department of Public Works
County Counsel
Parks and Recreation
Arts Commission

ATTACHMENT I

DEPARTMENT OF PARKS AND RECREATION:
AMELIA MAYBERRY PARK
PARKING LOT AND GENERAL IMPROVEMENTS PROJECT
ESTABLISH CAPITAL PROJECT 87280, APPROVE CAPITAL PROJECT, SCOPE, BUDGET AND APPROPRIATION ADJUSTMENT

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Board Approval	9/8/2015
Job Order Contract	9/15/2015
Start Construction	9/23/2015
Substantial Completion	11/20/2015
Project Acceptance	11/30/2015

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	$0
Construction	
Job Order Contract (JOC)	$183,000
Construction (Public Works)	0
Change Orders/Contingency	8,000
Departmental Crafts	0
Youth Employment	0
Construction Consultants	0
Telecomm Equip – Affixed to Building	0
Civic Arts	0
Subtotal	**$191,000**
Programming/Development	0
Plans and Specifications	**2000**
Consultant Services	
Site Planning/Civil Engineering/Survey	0
DPW Engineering Services	0
Geotech/Soils Report and Soils Testing	0
Material Testing	
Cost Estimating	0
Construction Management	0
Construction Administration	0
Environmental	0
Utilities/Change Order	0
Other Expenditure:	0
Subtotal	**0**
Miscellaneous Expenditures	**0**
Jurisdictional Review/Plan Check/Permit	**2000**
County Services	
Gordian Group	$3,900
Project Management Support Services	0
ISD Job Order Contract (JOC) Management	1,800
DPW Job Order Contract Management	4,300
ISD Communications/Data	0
Project Security	0
Project Technical Support	0
ISD-Countywide Contract Compliance	2000
Subtotal	**$12,000**
TOTAL	**$207,000**

ATTACHMENT II

DEPARTMENT OF PARKS AND RECREATION
AMELIA MAYBERRY PARK
PARKING LOT AND GENERAL IMPROVEMENTS
CAPITAL PROJECT NO. 87280
APPROPRIATION ADJUSTMENT

(SEE ATTACHED)

PINK

BA FORM 03/13

BOARD OF SUPERVISORS OFFICIAL COPY

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 600

DEPARTMENT OF PARKS AND RECREATION

September 1, 2015

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 2015-16

4 - VOTES

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

SOURCES TOTAL: $ 207,000

USES TOTAL: $ 207,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Amelia Mayberry Park Parking Lot and General Improvements Project, Capital Project No. 87280.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Robert Maycumber
AUTHORIZED SIGNATURE ROBERT MAYCUMBER, ADMINISTRATIVE DEPUTY

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

8 5 SEP 15 2015

Patrick Ogawa
PATRICK OGAWA
ACTING EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

☐ ACTION

☑ RECOMMENDATION

AUDITOR-CONTROLLER BY

B.A. NO. 008

August 19 2015

☑ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER BY Chia-Ann Yen

August 27 2015

County of Los Angeles
Request For Appropriation Adjustment
Department of Parks and Recreation
F.Y. 2015-16
4-VOTES

SOURCES		USES	
PARKS AND RECREATION		PARKS AND RECREATION	
AMELIA MAYBERRY PARK GENERAL		AMELIA MAYBERRY PARK GENERAL	
A01-CP-88-8752-65043-87280		A01-CP-6014-65043-87280	
REV: STATE/OTHER/CAPITAL PROJECTS		CAPITAL ASSETS-BUILDING AND IMPROVEMENTS	
INCREASE REVENUE	$ 150,000	INCREASE APPROPRIATION	$ 207,000
PARKS AND RECREATION			
A01-PK-2000-27640			
SERVICES AND SUPPLIES			
DECREASE APPROPRIATION	$ 57,000		
TOTAL	**$ 207,000**	**TOTAL**	**$ 207,000**

JUSTIFICATION:

The appropriation adjustment of is necessary to fully fund the proposed Amelia Mayberry Park Parking Lot and General Improvements Project, Capital Project No. 87280.

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

35 SEP 15 2015

PATRICK OGAWA
ACTING EXECUTIVE OFFICER

BA# 008

8/19/15