

F I N A L A G E N D A

BOARD OF RECREATION AND PARK COMMISSIONERS
OF THE CITY OF LOS ANGELES

Wednesday, October 17, 2001 - 3:00 p.m.
Cabrillo Marine Aquarium
3720 Stephen White Drive, San Pedro, CA 90731

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD DESIGNATED AT THE BEGINNING OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES. AT THE END OF THE MEETING, "PUBLIC COMMENTS" WILL AGAIN BE CALLED TO ACCOMMODATE LATECOMERS.

1. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

2. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Regular and Special Meetings of September 19, 2001.

3. GENERAL MANAGER'S REPORTS:

- 01-378 Request to Name Areas in the Renovated and Expanded Griffith Observatory
- 01-379 Approve a Tender Agreement for North Hollywood Multi-Purpose Center
- 01-380 Boyle Heights Sports Center - Redevelopment (#1132C) - Final Acceptance
- 01-381 Lincoln Park - Lake Improvements (#1232C) - Review of Bids and Award of Contract
- 01-382 Venice Beach Ocean Front Walk - Refurbishment (#1019D) - Change Order to Contract No. 2918
- 01-383 Wireless Installations on or Adjacent to Park Property

- 01-384 L.A. Kings on Ice at Pershing Square - Permit Issuance
- 01-385 Construction of an Addition to the American Merchant Marine Memorial in John S. Gibson, Jr. Park, San Pedro
- 01-386 Amendment to Personnel Resolution No. 9932 - Section 1C Substitute Authority - Four Gardener Caretaker, Two Light Equipment Operator, One Park Maintenance Supervisor, One Programmer Analyst III, Two Senior Clerk Typist, Three Senior Gardener, One Senior Management Analyst I, and One Senior Park Maintenance Supervisor

Section 1D Grant Funded Positions - One Architect, One Landscape Architect I, and One Public Relations Specialist II
- 01-387 Authorization to Apply for Grant Funding for the Restoration of the Hazard Wetlands
- 01-388 Escrow Agreement for Security Deposits in Lieu of Retention - Mallcraft - Barnsdall Park - Phase I - Master Plan Implementation (#1026C) - Contract No. 2995
- 01-389 Escrow Agreement for Security Deposits in Lieu of Retention - Povac Investments, Inc. - Eagle Rock Recreation Center - Child Care Center (#1628D) - Contract No. 2953
- 01-390 Acceptance of Stop Notice(s) and Release(s) of Stop Notice(s)
- 01-391 Various Communications

4. UNFINISHED BUSINESS:

- 01-360 Elysian Park - Radio Hill Development (#1106B) - Revised Review of Bids and Award of Contract

5. ORAL REPORTS FROM COMMISSION TASK FORCE MEMBERS:

Report by Commissioners on the Status of Various Commission Task Force Projects.

6. GENERAL MANAGER'S ORAL REPORT:

Report on Department Activities and Facilities.

7. FUTURE AGENDA ITEMS:

Request by Commissioners to Schedule Specific Items on Future Agendas.

8. PUBLIC COMMENTS:

Any comments which require a response or report by staff will be automatically referred to staff for a report at some subsequent meeting.

9. NEXT MEETING:

The next regularly scheduled meeting of the Board of Recreation and Park Commissioners will be held on Wednesday, November 7, 2001 at 9:30 a.m., City Hall East, 200 North Main Street, Room 1325, Los Angeles, California 90012.

10. ADJOURNMENT:

Under the California State Ralph M. Brown Act, those wishing to make audio recordings of the Commission Meetings are allowed to bring tape recorders or camcorders in the Meeting.

Sign language interpreters, assistive listening devices, or any auxiliary aides and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. For additional information, please contact the Commission Office at (213)473-5888.

Finalization of Commission Actions: In accordance with City Charter Section 245, actions of the Board of Recreation and Park Commissioners shall become final at the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session.

REPORT OF GENERAL MANAGER

NO. 01-378

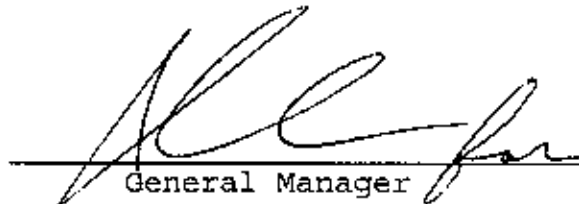
DATE October 17, 2001

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REQUEST TO NAME AREAS IN THE RENOVATED AND EXPANDED GRIFFITH OBSERVATORY

J. Combs _____	J. Kolb _____
*T. Corrales <u> </u>	M. Tamari _____
J. Duggan _____	N. Matthews _____
H. Fujita _____	


General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board approve the naming of the areas described below in the renovated and expanded Griffith Observatory for the major benefactors as identified.

SUMMARY:

Griffith Observatory has completed the 100-percent working drawings phase of the renovation and expansion of Griffith Observatory. This project is currently budgeted at \$63 million dollars. It includes the complete renovation of the existing facility and 32,522 square feet of additional space, primarily underground and primarily accessible to the public. This is being accomplished through an active partnership between the Department of Recreation and Parks and Friends Of The Observatory (FOTO). More than half of the required funding is being raised from both public and private sources through FOTO's aggressive efforts.

Richard and Lois Gunther Depths of Space

Richard and Lois Gunther have pledged \$1.5 million and their active support in ongoing fundraising efforts on behalf of the capital campaign. This gift will be made to FOTO. It will be acknowledged by naming the new Depths of Space exhibit area, a 7,500 square-foot hall that will spotlight the dramatic transformations of human perspective attributable to the exploration of space and astronomical observation from space, the Richard and Lois Gunther Depths of Space.

REPORT OF GENERAL MANAGER

PG. 2

NO. 01-378

W.M. Keck Foundation Central Rotunda

The W.M. Keck Foundation has pledged \$1 million in support of the capital campaign. This gift will be made to FOTO, and it will be acknowledged by naming the renovated central rotunda the W.M. Keck Foundation Central Rotunda.

The Rose Hills Foundation Roof Observation Deck

The Rose Hills Foundation has pledged \$1 million in support of the capital campaign. This gift will be made to FOTO, and it will be acknowledged by naming the renovated roof observation deck the Rose Hills Foundation Roof Observation Deck.

Toyota Telescope Dome

Toyota Motor Sales has pledged \$250,000 in support of the capital campaign. This gift will be made to FOTO, and it will be acknowledged by naming the renovated telescope dome the Toyota Telescope Dome.

Richard and Betty Howlett Library Suite

Richard and Betty Howlett have made a \$125,000 gift to FOTO in support of the capital campaign. Betty Howlett was a founding member of FOTO's Board of Directors and served generously and selflessly until her death in September, 2001. It is recommended that the new Library Suite, currently the Observatory Director's Office, be named in honor of Mr. and Mrs. Howlett. It will be called the Richard and Betty Howlett Library Suite.

The Boeing Employee Community Fund Classroom

The Boeing Employee Community Fund has made a \$100,000 gift to FOTO in support of the capital campaign, which will be acknowledged by naming the classroom in the Observatory's new underground expansion the Boeing Employee Community Fund Classroom.

Tom and Angie Thornbury Observatory Director's Office

Tom and Angie Thornbury have pledged \$50,000 to FOTO in support of the capital campaign, which will be acknowledged by naming the new Observatory Director's Office the Tom and Angie Thornbury Observatory Director's Office.

REPORT OF GENERAL MANAGER

PG. 3

NO. 01-378

These gifts represent commitments of \$4.25 million. At this time, a total of over \$49 million is committed to the renovation and expansion of Griffith Observatory, with \$29 million of those funds directly attributable to FOTO's fundraising efforts. The total represents about 68 percent of the current goal.

It is expected that construction will begin in the second quarter of 2002.

The Friends Of The Observatory favors accepting the donations and the sponsorship opportunities as described.

This report prepared by Dr. E.C. Krupp, Director, Griffith Observatory.

REPORT OF GENERAL MANAGER

NO. 01-379

DATE October 17, 2001

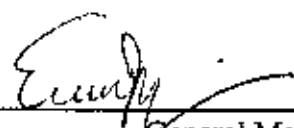
C.D. 02.04

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVE A TENDER AGREEMENT FOR NORTH HOLLYWOOD MULTI-PURPOSE CENTER

J. Combs _____
A. Coroallias _____
J. Duggan JD
J. Kolb _____

H. Fujita _____
M. Tamura M. Tamura
M. Matthews _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board approve the execution of a tender agreement in substantially the same form as attached hereto with Washington International Insurance Company and Intercargo Insurance Company for the work at the North Hollywood Multi-Purpose Center.

SUMMARY:

This project was originally awarded to D & M Construction in July 19, 1999. On November 9, 2000, the Board took an action to terminate the contract due to the non-performance of the General Contractor, and tendered the project to the Surety, Washington International. Washington International preformed it's obligation under the Bond by procuring a new General Contractor, Select Construction.

The Department and surety are presently negotiating which of D & M,s construction change orders should be included in the tender agreement, and which should be issued after the notice-to-proceed.

The Department met and reviewed the records and past performance of Select Construction, and has no objections to their use on the project. The Department has contacted OCC, who has noted no outstanding labor and wage violations by this Contractor.

The tender agreement between both sureties and the City have been reviewed by the Department and the City Attorney as to form.

Prepared by Rey Aficial, Project Manager.

REPORT OF GENERAL MANAGER

NO. 01-380

DATE October 17, 2001

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: BOYLE HEIGHTS SPORTS CENTER - REDEVELOPMENT (#1132C) - FINAL ACCEPTANCE

J. Combs _____
A. Corrales _____
J. Duggan JD
J. Kolb _____

H. Fujita _____
M. Tamuri MT
M. Matthews _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Accept the work performed under Contract No. 2985 outlined in the body of this report;
2. Authorize the Department's Director of Finance to release all retention monies 35 calendar days after acceptance by the Board of Recreation and Parks held under Contract No. 2985; and,
3. Authorize the Board Secretary to furnish Ecology Construction, Inc. with a letter of completion.

SUMMARY:

The construction contract for the Boyle Heights Sports Center - Redevelopment (#1132C) project was awarded to Ecology Construction, Inc. on November 15, 2000, for \$468,425.00. Construction began on January 13, 2001. The work involved the refurbishment of an existing baseball field and sports field, including grading, soil amendment, new irrigation and new turf. The work also included new asphalt paving, basketball court refurbishment and expansion, new play equipment, new fencing, access ramp development, installation of drinking fountains, new bleachers, new picnic tables, renovation of the existing sports field lighting system and additional security lighting.

There were 23 change orders issued on this project for a total amount of \$37,984.55. The total funds expended on this project are \$506,409.55.

The project was funded with Proposition A and CDBG monies. Department staff has consulted with the office of Contract Compliance (OCC) concerning the status of labor compliance and Affirmative Action requirements on this project. There are no outstanding wage violations and Ecology Construction, Inc. is in compliance.

Prepared by Robert Gutierrez, Project Manager.

REPORT OF GENERAL MANAGER

NO. 01-381

DATE October 17, 2001

C.D. 01

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LINCOLN PARK - LAKE IMPROVEMENTS (#1232C) - REVIEW OF BIDS AND AWARD OF CONTRACT

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
M. Tamari _____
M. Matthews _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Accept the base bid of Los Angeles Engineering in the amount of \$449,500.00, less Additive Alternate No. 1 (\$62,375.00); for a total of \$387,125.00 as the lowest responsible bidder;
2. Authorize the Chief Accounting Employee to encumber funds in the amount of \$387,125.00 from the following fund and account numbers under the awarding authority of this Board Report; and,

<u>FUND</u>	<u>ACCOUNT NO.</u>
43P	N262
43N	N262
43K	N262

3. Request the City Attorney prepare a contract after which the President and Secretary be authorized to execute same after the appropriate signatures by the other parties thereto and approval of form by the City Attorney have been obtained thereon.

REPORT OF GENERAL MANAGER

PG. 2

NO. 01-381

SUMMARY:

On September 25, 2001, at 3:00 p.m. the following bids were received for the Lincoln Park Lake Improvements (#1232C) project:

<u>DESIGNER</u>	<u>ESTIMATE</u>	<u>ADD. ALT #1</u>
Wagner Halladay	\$420,000.00	\$50,000.00
<u>BIDDERS</u>	<u>BASE BID</u>	<u>ADD. ALT #1</u>
Clarke Contracting Corp.	\$513,056.00	\$41,546.00
Los Angeles Engineering	\$449,500.00	\$62,375.00

Plans provide for the removal and replacement of the existing aeration system and a new biofilter system. The new biofilter pump and aeration equipment will be installed inside the existing pump station building.

There are sufficient funds available to award the contract for the base bid of this project, in the following accounts:

<u>FUND</u>	<u>ACCOUNT</u>
43P	N262
43N	N262
43K	N262

The City Attorney has reviewed the bids and found them to be in order. Los Angeles Engineering was the lowest responsible bidder.

Staff has reviewed the outreach effort made by Los Angeles Engineering, Inc. and, based on the documents submitted, has determined that a "good faith" effort has been made. The contractor obtained an MBE/WBE participation of 27% and satisfied 100 out of the 100 point requirement outlined by the Board's Outreach Program. The Outreach Document Package is on file in the Board Office and a synopsis of said package is attached.

Los Angeles Engineering has not done work previously for the Department, therefore, staff was unable to reviewed the contractor's responsiveness and work performance on previous Department projects. Office of Contract Compliance (OCC) indicated that there have been no labor compliance violations and that all other legal requirements have been complied with.

Report prepared by Virginia Hatley, Project Manager.

GUIDELINES FOR EVALUATION OF GOOD FAITH EFFORT CHECKLIST

Bidder: Los Angeles Engineering, Inc.

Bid Date: September 25, 2001

Project Name: Lincoln Park - Lake Improvements (#1232C)

Indicator	Required Documentation	Description of Submitted or Missing Documentation	Points	
2 Pre-Bid Meeting	a) Attend pre-bid meeting and be listed on the attendance sheet; or b) Submit a letter prior to the pre-bid meeting either by fax to (213) 617-0439, or by mail to the Recreation and Parks Dept., Planning and Development Branch, 200 N. Main Street, Room 709, Los Angeles, California 90012.		10	10
3 Work Areas	Proof of this must be demonstrated in either Indicator 4 or 5.		13	13
4 Ad	A copy of the advertisement or a proof of publication statement or other verification which confirms the date the advertisement was published. The advertisement must be specific to the project, not generic, and may not be a plan holder advertisement provided by the publication. It should include the City of Los Angeles project name, name of bidder, areas of work available for subcontracting, and a contact person's name and telephone number, information on the availability of plans and specifications and the bidder's policy concerning assistance to subcontractors in obtaining bonds, lines of credit and/or insurance. Consideration will be given to the wording of the advertisement to ensure that it did not exclude or seriously limit the number of potential respondents.		9	9
5 Letters to Potential Subs	A copy of each letter sent to available MBEs, WBEs and OBEs for each item of work to be performed. If there is only one master notification, then a copy of the letter along with a listing of all recipients will suffice. Faxed copies must include the fax transmittal confirmation slip showing the date and time of transmission. Mailed letters must include copies of the metered envelope or certified mail receipts. Letters must contain areas of work to be subcontracted, City of Los Angeles project name, name of the bidder, and contact person's name, address, and telephone number.		10	10
6 Follow-up to Letters	A copy of telephone logs. These logs must include the name of the company called, telephone number, contact person, who did the calling, time, date, and the result of the conversation. Bidder must follow-up with all subcontractors to whom they sent letters.		10	10
7 Plans	Include in Indicator 4 or 5, information detailing how, where and when the bidder will make the required information available to interested subcontractors.		5	5
8 Outreach Letters	A copy of each letter sent to outreach agencies requesting assistance in recruiting MBEs, WBEs and OBEs. Faxed copies must include the fax transmittal confirmation slip showing the date and time of transmission. Mailed letters must include copies of the metered envelopes or certified mail receipts. Letters must contain areas of work to be subcontracted, City of Los Angeles project name, name of the bidder, and contact person's name, address, and telephone number.		10	10
9 Negotiate in Good Faith	a) Copies of all MBE/WBE/OBE bids or quotes received; and b) Summary sheet organized by work area, listing bids received and the subcontractor selected for that work area. If the bidder elects to perform a listed work area with its own forces, they must include a bid that shows their own costs for the work.		26	26
10 Bonds	Include in Indicator 4 or 5, information about the bidder's efforts to assist with bonds, lines of credit and insurance.		7	7
TOTAL POINTS ACHIEVED				100

MBE/WBE % ACHIEVED: 27%

REPORT OF GENERAL MANAGER

NO. 01-382

DATE October 17, 2001

C.D. 06

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: VENICE BEACH OCEAN FRONT WALK - REFURBISHMENT (#1019D) -
CHANGE ORDER TO CONTRACT NO.2918

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
*M. Tamuri _____
M. Matthews _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

It is recommended that the Board approve a change order in the amount of \$11,035.08 for addition to Contract No. 2918 for the work outlined in the body of this report.

SUMMARY:

On December 8, 1999, the Board awarded a construction contract in the amount of \$6,344,608.00, to DJM Construction Inc., for the construction of the refurbishment of Ocean Front Walk.

Construction work on this project was complete on June 17, 2001. Final Acceptance by the Board is pending for November 2001. However, there have been ongoing problems with the sump pump in the fountain pump vault. After much consideration, the sump pump system has been redesigned including an alarm system in the new building. There were also some safety concerns that evolved from the discussions regarding the solution to the pump room that will require the addition of a ladder extension and increasing the height of the vault above grade.

The contractor has submitted a proposal to install the new pumps, alarm system, move some electrical switches, add the ladder and vault extensions and related work in the amount of \$11,035.08. Department staff has reviewed proposal and finds it acceptable.

Funds are available for these contingencies in Fund 302, Account 927PS.

Prepared by Kathleen Chan, Project Manager.

This item is not included in the package


01-383 Wireless Installations on or Adjacent to Park Property

DATE October 17, 2001

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: "L.A. Kings on Ice at Pershing Square" - Permit Issuance

*J. Combs		J. Kolb	_____
T. Corpalle	_____	M. Tamuri	_____
J. Duggan	_____	M. Matthews	_____
H. Fujita	_____		



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board approve the issuance of a permit from the Los Angeles City Department of Recreation and Parks to Willy Bietak Productions to operate "L.A. Kings Downtown on Ice at Pershing Square", Los Angeles' outdoor ice skating rink.

SUMMARY:

Pershing Square will be the site of the 4th annual holiday season's premier attraction - an award winning outdoor ice skating rink. This ice skating rink will provide an opportunity for outdoor recreation for children and adults to enjoy during the winter holiday season. The downtown rink is expected to draw more than 350,000 skaters and spectators and will bring thousands of Angelenos and visitors together during the holiday season.

Willy Bietak Productions will keep the fees at the same price they were for last year's event. The fees are as follows:

1. Admission fee: \$6.00 per person for a one-hour skate session. First session of each day will be a 1½ hours skate session. 100 percent of the admission fees will be deposited into Recreation and Parks accounts.
2. Skate rental fee: \$2.00 per person, to be divided as follows:
 - \$1.00 of each skate rental fee will be paid to Willy Bietak Productions
 - \$1.00 of skate rental fee will be paid to the Department of Recreation and Parks

Group rates during the public skating time:

- 25 to 50 skaters: \$7.00 per skater
- 50 to 100 skaters: \$6.50 per skater
- Family Pack of 4: \$28.00 per skating family
(Note: Includes skate session and skate rental)
- 8-Pack Skate Pass: \$35.00
(Note: Valid during public skate hours only. Does not include skate rental)

Day camp/child care providers' package rate (during public skating time): \$6.00 per person (includes a one-hour skate session and skate rental). First session of each day will be a 1 ½ hour skate session.

Large party/special event package rate (over 25 people with exclusive use of the facility): \$1,500 for one hour or \$2,500 for two hours (includes skate session, skate rental, and use of reserved canopies, tables and chairs), based on maximum capacity of 190 people.

Hours of operation for "L.A. Kings Downtown on Ice at Pershing Square":

November 14, 2001 through January 21, 2002
Monday through Thursday from 12:00 Noon to 9:00 p.m.
Friday through Sunday from 10:00 a.m. to 10:00 p.m.

Special holiday vacation hours:

December 15, 2001 through January 6, 2002
Daily from 10:00 a.m. to 10:00 p.m.

The Department of Recreation and Parks and Willy Bietak Productions are co-producing "L.A. Kings Downtown on Ice at Pershing Square". Last year, approximately 30 youth groups received complimentary skate passes. This year, we anticipate 40 youth groups will receive complimentary skate passes. Upon the Board's approval to issue this permit, Willy Bietak Productions will charge \$6.00 admission per person for a one-hour skate session and \$2.00 skate rental per person (optional). This charge is minimal compared to the private sector. Universal City Walk charged \$12.00 to \$17.00 for outdoor skating, and indoor ice skating rinks charge \$12.00 to \$15.00 per skate session.

Prepared by Vicki Israel

DATE: October 17, 2001

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CONSTRUCTION OF AN ADDITION TO THE AMERICAN MERCHANT MARINE MEMORIAL IN JOHN S. GIBSON, JR. PARK, SAN PEDRO

J. Combs
 T. Corrales
 J. Duggan
 H. Fujita

J. Kolb
 M. Tamuri
 M. Matthews

Margie Matthew for
 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATIONS:

It is recommended that the Board approve the expansion of the American Merchant Marine Memorial, located in John S. Gibson, Jr., Park, in San Pedro. This expansion to the existing commemorative structure will allow for recognition of additional veterans who lost their lives during various national conflicts.

SUMMARY:

The American Merchant Marine Memorial Committee, Inc., an affiliate of the Los Angeles Maritime Museum, celebrated the 12th Anniversary of the dedication of the Merchant Marine Memorial Plaza, on National Maritime Day, May 22, 2001. The Committee announced a capital campaign in 1999 to raise funds to build an addition to the existing memorial, which was gifted to the City, and which was constructed and has been maintained, at no cost to the City, since its installation. This addition will consist of four expanded Walls of Honor which will perpetuate the names of American Merchant Mariners and their ships lost in action during World War II, the Korean War, and the Viet Nam conflict. This project will also improve the existing site by redesigning the fascia of the primary wall, re-tiling the fountain, and adding a decorative bronze compass rose to the original plaza.

The capital campaign has a fund-raising goal of \$1 million and, as with the original memorial project, will provide for all associated costs of construction, maintenance, and insurance with a provision for an endowment to provide for perpetual maintenance. To date, the committee has raised \$470,000 which includes a \$100,000 grant from the State of California and a \$100,000 capital construction pledge from the Los Angeles Harbor Department. Earlier this year,

REPORT OF GENERAL MANAGER

PG. 2

NO. 01-385

the United States Congress, House of Representatives, approved a \$500,000 matching grant (HR-1088) which is now before the United States Senate. The Committee is close to meeting its fund raising goal and will be ready to start construction on the memorial expansion in John S. Gibson, Jr. Park near the Los Angeles Maritime Museum by January 2002.

It is anticipated that \$500,000 will be used for construction of the expansion, and the remaining \$500,000 will be added to the existing endowment and dedicated for perpetual maintenance. The committee performs its maintenance obligations pursuant to terms of Permit 196, which was issued by the Department in September 22, 1988, and granted for an indefinite period for this purpose. In addition to the existing permit, a right of entry permit will be issued by the Department for construction of the expansion to the Memorial.

The Committee seeks approval from the Department of Recreation and Parks for expansion of the American Merchant Marine Memorial, as depicted in the enclosed architectural plan and rendering as prepared by the San Pedro firm of Joncich, Sturm & Associates, original architects of the Memorial. Planning and Construction staff has reviewed and approved the plans for this expansion. Copies of Amended Permit 196 and the formal agreement with the Harbor Department, pledging contribution in the amount of \$100,000, are on file in the Board office.

Prepared by William Lee, Director, Maritime Museum

REPORT OF GENERAL MANAGER

NO. 01-386

DATE October 17, 2001

CD _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: Amendment to Personnel Resolution No. 9932 -
Section 1C Substitute Authority - Four Gardener
Caretaker, Two Light Equipment Operator, One Park
Maintenance Supervisor, One Programmer Analyst III, Two
Senior Clerk Typist, Three Senior Gardener, One Senior
Management Analyst I, and One Senior Park Maintenance
Supervisor.

Section 1D Grant Funded Positions - One Architect, One
Landscape Architect I, and One Public Relations Specialist
II

J. Combs _____	J. Kolb _____
T. Corrales _____	M. Tamuri _____
J. Duggan _____	M. Matthews _____
H. Fujita _____	


 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board amend Personnel Resolution No. 9932 effective immediately as follows:

Section 1C - Substitute Positions:

1. ADD

<u>No.</u>	<u>Code</u>	<u>Classification</u>	<u>MOU</u>
4	3141	Gardener Caretaker	4
2	3523	Light Equipment Operator	4
1	3145	Park Maintenance Supervisor	12
1	1431-3	Programmer Analyst III	8
2	1368	Senior Clerk Typist	3
3	3143	Senior Gardener	4
1	9171-1	Senior Management Analyst I	20
1	3146	Sr Park Maintenance Supvr	36

REPORT OF THE GENERAL MANAGER
PG. 2 NO. 01-386

2. Release the above positions from substitute authority for the remainder of the fiscal year.
3. That a new sub-account be established within Account 932, Golf Surcharge, for the Golf Landscape Crew; and, that the amount of \$738,000 be allocated to this sub-account from the unallocated balance, per the request of the Golf Manager.

Section 1D Grant Funded Positions:

• ADD

1	7925	Architect	17
1	7929-1	Landscape Architect I	17
1	1785-2	Public Relations Specialist II	1

• DELETE

1	9184-2	Management Analyst II	1
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SUMMARY:

Phase I of the reorganization of the Golf Division of the Community Services Branch requires changes to the previously allocated staff. The Golf Division has a significant need for administrative support, including a Senior Management Analyst I to oversee the more complex concession management issues, prepare and monitor the Division budget, control special account funds, and interact with other administrative personnel in the Department. Two positions of Senior Clerk Typist are required to support the entire Golf Division. The Senior Park Maintenance Supervisor is needed to oversee the Hansen Dam Golf Course and the division-wide Landscape crew. Staff has reviewed the duties and found them to be appropriate to the classes requested, and the Personnel Department has expressed agreement. The cost of funding these positions for the remainder of the fiscal year is \$150,100. The salary for the Senior Management Analyst I will be offset by holding vacant one Management Analyst II in the Community Services Branch; the salary for the Senior Park Maintenance Supervisor will be offset by holding one position of Golf Starter vacant; and the salary for the two Senior Clerk Typist positions will be offset by holding vacant one Clerk Typist and one Maintenance and Construction Helper.

REPORT OF THE GENERAL MANAGER
PG. 3 NO. 01-386

The consolidated Golf Division went into operation on September 10, 2001. During the initial stages of review of the separation of golf maintenance and operations from the regional management, it became apparent that the full-time dedication of a landscape crew to golf was vital to its successful operation. This crew will be the principal method utilized to respond to U.S.G.A. report concerns, such as:

- Reconstruction and renovation of sand traps;
- Leveling and renovation of fairways and collar/green surrounds;
- Irrigation system support to Water Utility Workers assigned to courses for renovation and repair;
- Renovation and creation of horticultural areas around clubhouses, parking lots, and on the courses;
- Construction of sod nurseries;
- Reforestation of courses through tree planting.

In Board Report No. 01-288, approved by the Commission at its August 8, 2001 meeting, a new line item, Golf Course Improvements, was established. The annual sum of \$738,000 was appropriated "to fund smaller golf course improvements and renovations that may require construction crews and materials above and beyond those funded under the Golf Maintenance Section." The Golf Manager has determined that these monies should be utilized to fund all of the salaries and a portion of the required materials and equipment for the Landscape Crew, which consists of one Park Maintenance Supervisor, three Senior gardeners, two Light Equipment Operators, and four Gardener Caretakers. The Golf Advisory Committee has reviewed and approved this matter.

In order to meet the increased level of responsibility and requirements for advanced technical knowledge and ability within the Civic Center Systems Group, it is appropriate for one Systems Analyst II position to be upgraded. Staff has reviewed the duties of this position and has determined that Programmer Analyst III is the appropriate classification. The cost of funding this position for the remainder of the fiscal year is approximately \$2,071. The position is currently funded through MRP funds.

Reclassifying the Management Analyst II to Public Relations Specialist will help accomplish the Department's goal of increasing the number and type of monthly publications available in-house and to members of the public. Publication of the Department's main newsletter has until recently been accomplished by a part-time staff member; however, since her resignation, the Department will refocus its efforts to increase the visibility of the various programs available throughout the City. The Personnel Department has approved the reallocation of this grant funded position.

REPORT OF THE GENERAL MANAGER
PG. 4 NO. 01-386

In order to create a more manageable work load of Proposition K projects, the Planning and Construction Division is requesting the Architect position for their Project Management Section. The Landscape Architect position will provide centralized oversight for all of the Planning and Construction Division's golf capital projects. Personnel Department staff has reviewed the duties and responsibilities of the above-listed positions and found them properly allocable to the job classes requested. These positions will be grant funded.

Prepared by: Peter Graná

This item is not included in the package

01-387 Authorization to Apply for Grant Funding for the
Restoration of the Hazard Wetlands

DATE October 17, 2001

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ESCROW AGREEMENT FOR SECURITY DEPOSITS IN LIEU OF RETENTION - MALLCRAFT - BARNSDALL PARK - PHASE I - MASTER PLAN IMPLEMENTATION #1026C, CONTRACT NO. 2995

J. Combs _____
A. Corrales _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
*M. Tamuri *[Signature]*
M. Matthews _____

[Signature]

General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve the request of Mallcraft, Inc. to enter into an Escrow Agreement (attached) with the City of Los Angeles for Security Deposits in Lieu of Retention for the Barnsdall Park-Phase I-Master Plan Implementation #1026C, Contract No. 2995.
2. Direct the Board Secretary to execute said Escrow Agreement upon approval as to form by the City Attorney.

SUMMARY:

The Department is in receipt of a request from Mallcraft, Inc., general contractor for the Barnsdall Park-Phase I-Master Plan Implementation (#1026C), Contract No. 2995, to enter into an Escrow Agreement for Security Deposits in Lieu of Retention.

Upon approval of the Escrow Agreement, retention payments should be made payable to City National Bank, Escrow #1193 and mailed to the Attention of Virginia Beach, City National Bank, 5601 East Slauson, City of Commerce, CA 90040.

REPORT OF GENERAL MANAGER

NO. 01-389



DATE October 17, 2001

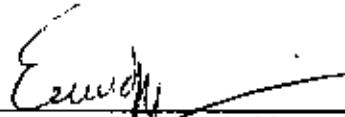
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: ESCROW AGREEMENT FOR SECURITY DEPOSITS IN LIEU OF
RETENTION - POVAC INVESTMENTS, INC. - EAGLE ROCK
RECREATION CENTER - CHILD CARE CENTER (#1628D) -
CONTRACT NO. 2953

J. Combs _____
A. Coroalles _____
J. Duggan _____
J. Kolb _____

H. Fujita _____
*M. Tamuzi 
M. Matthews 



General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended that the Board:

1. Approve the request of Povac Investments, Inc. to enter into an Escrow Agreement with the City of Los Angeles for Security Deposits in Lieu of Retention for the Eagle Rock Recreation Center - Childcare Center (#1628D)
2. Direct the Board Secretary and President to execute said Escrow Agreement upon approval of form by the City Attorney.

SUMMARY:

The Department has received a request from Povac Investment, Inc., general contractor, for the Eagle Rock Recreation Center - Childcare Center (#1628D), Contract No. 2953, to enter into an Escrow Agreement for Security Deposits in Lieu of Retention.

Upon approval of the Escrow Agreement, retention payments should be made to City National Bank, Escrow #1156 and mailed to the Attention of Virginia Beach, City National Bank, 5601 East Slauson, City of Commerce, CA 90040.

Report prepared by Mary Alvarez.

REPORT OF GENERAL MANAGER

NO. 01-390

DATE October 17, 2001

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: Acceptance of Stop Notice(s) and
Release(s) of Stop Notice(s)

J. Combs _____

H. Fujita _____

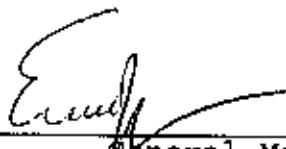
A. Coroalles _____

*M. Tamuri *MT*

J. Duggan _____

M. Matthews _____

J. Kolb _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

1. With regard to the stop notice(s), the contractor(s) and other interested parties be notified that the amount(s) of said claim(s), if available, and an additional sum equal to 25 percent thereof to defray any costs of litigation in the event of court action, will be withheld thereunder; and
2. That the Release(s) of Stop Notice(s) be accepted.

SUMMARY:

STOP NOTICES

The Department is in receipt of Notice(s) to Withhold Funds on the contract(s) indicated below:

Contract 2857

C.D.D./Y.O.U. Alternative High
School and Childcare; Reza,
Inc./DJA Construction Co.,
Inc.

Claimant: Performance Nursery
Amount: \$3,801.60

REPORT OF GENERAL MANAGER

PG. 2

NO. 01-390

Contract 2851

Granada Hills Recreation
Center (#1568Q) - Community
Building; Mallcraft, Inc.

Claimant: American Plumbers
Amount: \$42,671.00

Contract 2965

Glassell Park - Child Care
Center (#1753B) - Rine
Development, Inc.

Claimant: Beacon Concrete,
Inc.
Amount: \$4,272.86

RELEASES

The Department is in receipt of a Release(s) of Stop Notice(s), previously filed by the claimant(s) listed below, which release(s) the Board from any and all liability from withholding any monies from the general contractor(s):

Contract 2949

Pan Pacific Park Recreation
Center-New Community Building
Improvements (#1710B) - Pinner
Construction Company, Inc.

Claimant: Omni Duct Systems
Amount: \$24,085.77

Contract 2851

Granada Hills Recreation
Center (#1568Q) - Community
Building; Mallcraft, Inc.

Claimant: Western Paving
Contractors, Inc.
Amount: \$7,783.25

Prepared by Petrona Johnson

REPORT OF GENERAL MANAGER

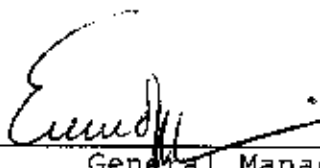
NO. 01-391

DATE October 17, 2001

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: Various Communications



General Manager

Approved _____ Disapproved _____ Withdrawn _____

The following communications have been received by the Board and recommended action thereon is presented.

From:

Recommendation:

1) Mayor's Office of Economic Development, requesting a quarterly report of minority, women and other business enterprise contract activity.

Refer to General Manager

2) Various communicants (41) concerning the current EIR and Master Plan for White Point Nature Preserve.

Note and File

3) Emmanuel J. Damoulakis, Damon General Contractors, protesting his alleged treatment by the Department with regard to delays, change orders and not being granted additional time on Studio City Recreation Center - Building Refurbishment (#1814A).

Refer to General Manager

REPORT OF GENERAL MANAGER

PG. 2

NO. 01-391

- 4) Seyed S. Sadeghi, P.E., Moment Construction Co., Inc., to William Tseng, Contract Administrator, relative to a delay in starting East Wilmington Greenbelt Community Center (#1736D) and a request for payment. Refer to General Manager
- 5) Clara L. Jaramillo of Marketing Werks, Account Coordinator for *Hispanic Hershey's Kissmobile*, relative to the possibility of the Kissmobile participating in a Departmental event or making an appearance at a Departmental facility during its 2001 tour. Refer to General Manager
- 6) Eddie J. Milligan, President, Hansen Dam Equestrian Center, requesting the aid of the Department in determining modifications in their contract, so that the concession can continue to be operated. Refer to General Manager
- 7) Mick Sammadi, President, T&J Field Construction Company, Inc., to Ken Burmer, Project Manager, relative to dismissal of liquidated damages for Reynier Park - Outdoor Improvements (#1343A) and release of outstanding balance. Refer to General Manager
- 8) Marlon Young, to General Manager, relative to perceived discrimination by City employees. Refer to General Manager

Prepared by Paul Liles

This item is not included in the package

01-360 Elysian Park - Radio Hill Development (#1106B) - Review
Revised of Bids and Award of Contract

MATTERS PENDING

Matters Pending will be carried for a maximum of six months, after which time they will be deemed withdrawn and rescheduled whenever a new staff report is received.

- 06/13/01 01-221 Approval of a Memorandum of Understanding (MOU) between the Department of Recreation and Parks and the Department of General Services for the Construction of the Queen Anne Recreation Center - Building Addition and Remodel (#1774C)
- 08/08/01 01-274 Department Procedures for the Selection of Technical Consultants
- 08/08/01 01-300 Termination of Rancho Food Service Concession Agreement

BIDS TO BE RECEIVED:

- 10/23/01 3:00 p.m. Oakwood Recreation Center - Facility Enhancement (#1608E)
- 11/06/01 3:00 p.m. Van Nuys - Sherman Oaks - Recreation Center Pool - Phase II (#1558B)