

REPORT OF GENERAL MANAGER

NO. 03-164

DATE May 21, 2003

C.D. 15

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF GENERAL SERVICES, THE BUREAU OF ENGINEERING AND THE DEPARTMENT OF RECREATION AND PARKS FOR WILMINGTON RECREATION CENTER - FACILITY RENOVATION PROJECT W.O. E170371F

J. Combs \_\_\_\_\_  
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J. Duggan \_\_\_\_\_

H. Fujita \_\_\_\_\_  
\*B. Lukehart BSL  
J. Kolb \_\_\_\_\_

  
\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

It is recommended that the Board:

1. Authorize the General Manager to enter into a Memorandum of Understanding (MOU), substantially in the form attached, between the Department of Recreation and Parks (RAP), the Department of General Services (GSD), and the Bureau of Engineering (BOE), to provide construction services for the Wilmington Recreation Center Facility Renovation Project, 601 West C Street, Wilmington W.O. E170371F, subject to the approval of the City Attorney as to form and approval of the Mayor in accordance with Executive Directive No 16; and,
2. Authorize the Director of Finance to request Council and Mayor approval to transfer \$1,130,000.00 in Prop K funds; Fund 43K, Account T312, allocated for completion of these improvements, to the appropriate material and salary accounts in GSD to provide funds for completion of the work.

SUMMARY:

The Wilmington Recreation Center Facility Renovation Project provides for renovation of the existing gym (floor and lighting), new base ball field lighting, refurbishment of the existing parking lot, and installation of an automatic irrigation control system. This is a Prop K project which has had one Local Volunteer Neighborhood Oversight (LVNOC) meeting and the project scope has consensus at this time. The project requires three meetings and two more will be held during the completion of the design of the project. If there is a change in scope or final consensus on the project cannot be reached, both the Prop K Steering Committee and the Board will be notified prior to proceeding with construction of the project. Plans are being prepared by the Bureau of Engineering Architectural Division.

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This project was originally a Prop K Year 6 design project with funding for construction in Years 7 and 8 of the program. The total funding available for this project is \$1,500,000.00. Approximately \$149,000.00 was originally programmed in Year 6.

As a result of the necessity to reprogram another Prop K project (Cultural Affairs project at Engine Company 23), the Steering Committee approved moving the construction funds for this project forward to Year 6. The Committee further approved encumbering said funds in an MOU with GSD to complete the construction of the project. If the reprogrammed funds are not encumbered this fiscal year it will result in a loss of \$1,035,000.00 from the Prop K program.

The Wilmington project was selected for reprogramming by the Prop K Program Manager because the project has a relatively defined scope of work that can be designed and constructed with the assistance of GSD in a timely and cost effective manner. BOE and RAP staff will be working closely with GSD to develop a scope of work that does not exceed the \$1,130,000.00 construction budget. Actual construction start date and duration of the contract work will be agreed to and added to the MOU prior to the start of construction.

The Prop K Steering Committee has reviewed the reprogramming of the funds and award of the project to GSD and forwards a recommendation to the Board to enter into an MOU with GSD and BOE to complete the project construction.

Currently, a total of \$131,875.00 is available for the project is Prop K Specified Funds (Fund 43K, Account No. T312). The total amount of Prop K funds available for this project is \$1,500,000.00. The Office of the City Administrative Officer (CAO) is currently reprogramming funds for this project to increase the Year 6 available funds to \$1,062,600.00 with the balance of the \$437,275.00 in Prop K funds to be allocated in Year 7. Construction will not begin until both the Year 6 Reprogramming Report and the Prop K 5 Year Plan (years 7-11) are approved by City Council.

Staff has determined that the project to be constructed under the proposed MOU is statutorily exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article II, Section 2(i) because a Categorical Exemption was previously prepared for the project and filed with the Los Angeles City and County Clerks on June 25, 2002.

Report prepared by Kathleen Chan, Prop K Coordinator.