

REPORT OF GENERAL MANAGER

NO. 03-296

DATE September 17, 2003

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL FOR PAYMENT TO BIGGS CARDOSA ASSOCIATES, CONTRACTOR TO BUREAU OF ENGINEERING, FOR A PRELIMINARY STUDY OF A VEHICLE BRIDGE INTO THE LOS ANGELES EQUESTRIAN CENTER

J. Combs _____	H. Fujita _____
A. Corrales _____	J. Kolb _____
R. Reyes _____	B. Lukehart _____
L. Barth <i>[Signature]</i>	

[Signature]
 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board approve payment of \$20,000 from the Concession Improvement Account (070K-00) to Biggs Cardosa Associates, Contract C-102110, in satisfaction of completing a Preliminary Study for a bridge over the Los Angeles County flood control channel into the Los Angeles Equestrian Center (LAEC), on behalf of the Bureau of Engineering (BOE) and in conformance with a Memorandum of Understanding between the Department, BOE, the City of Burbank, and owners of the LAEC.

SUMMARY:

On October 18, 2000 (Report 00-383), the Board approved a Memorandum of Understanding (MOU) between the Department, the City of Burbank, LAEC, Inc., and BOE to have BOE prepare a preliminary study on the feasibility, cost, and process for construction of a bridge over the Los Angeles River flood channel connecting the Forest Lawn Drive off-ramp from the 134 (Ventura) freeway into the LAEC. Long considered an acceptable mitigation for traffic congestion on Burbank and Glendale streets during LAEC activity, the bridge and connecting roads would also improve patron access to LAEC. In discussions between representatives of the Cities of Burbank and Glendale, and from LAEC, all cooperatively agreed to fund a preliminary study of the concept, portioned at 25% to each party. As the property belongs to the City of Los Angeles, we took the lead on the project and obtained an estimate from BOE to do the work, for an estimate of \$20,000. When the City of Glendale declined to participate at the eleventh hour, Burbank agreed to pay Glendale's share as well. The MOU was ultimately executed in 2002 and the study completed with participation of all parties in mid-2003.

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The MOU required the Department to collect shares from the other parties when the study was complete and make one payment to BOE of an amount not-to-exceed \$20,000. The Department's share, allocated from the Concession Improvement Account in accordance with the earlier action of the Board, was \$5,000. The preliminary study report was disseminated to all parties to the MOU and is satisfactory. As a point of information, the study was used to support an application to the MTA under the 2003 Call for Projects to fund a portion of the bridge, which is envisioned to carry equestrians, bicyclists, and motor vehicles. The other parties to the MOU have been billed for their shares.

Due to staffing issues, BOE used the services of an outside consultant, on contract with the City, instead of in-house staff. Biggs Cardosa Associates is a City contractor engaged by BOE for this type of work. Direct payment to Biggs Cardosa is more expedient and efficient for all parties than transferring funds to BOE who in turn would pay Biggs Cardosa. The payment of \$20,000 would be made from the Concession Improvement Account, Unallocated, pending reimbursement of \$15,000 of the cost from Burbank and LAEC. Staff recommends approval of the payment in lieu of transfer to BOE.

Report prepared by Linda Barth