

REPORT OF GENERAL MANAGER

NO. 04-277

DATE: September 14, 2004

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS AND THE DEPARTMENT OF GENERAL SERVICES FOR THE CONSTRUCTION OF RECREATION AND PARKS YEAR ONE AMERICANS WITH DISABILITIES ACT FACILITIES - FINAL ACCEPTANCE

* K. Chan	<u><i>KC</i></u>	J. Combs	_____
H. Fujita	_____	J. Kolb	_____
F. Mok	_____	G. Stigile	_____



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Accept the work performed under the Memorandum of Understanding (MOU) with the Department of General Services (GSD) for Americans with Disabilities Act Facilities as outlined in the body of this report;
2. Authorize the Board Secretary to furnish GSD with a letter of completion for the subject projects; and,
3. Authorize the Chief Accounting Employee, to utilize the available balance for Phase 1, which is in Fund 302, Department 89, Account 140V, in the amount of \$51,020 to pay for shortfalls of ADA Phase 2 projects presently under construction.

SUMMARY:

On September 5, 2001, the Board of Recreation and Parks approved an MOU between the Department of Recreation and Parks (DRP) and GSD for the construction of disabled access improvements at twelve (12) facilities, for compliance with the Department's ADA Transition Plan (Board Report No. 01-314).

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The costs for each project and expenses are as follows:

Project	Construction		Estimated	GSD
	Start	End	MOU	Actual
	Date	Date	Cost	Expenditures
Las Palmas	11/26/01	4/4/02	\$ 25,027	\$ 39,008
Silverlake	2/11/02	4/4/02	\$ 22,656	\$ 40,281
Shatto	11/26/01	4/4/02	\$ 51,543	\$ 32,611
Saint James	12/13/01	11/4/02	\$ 44,838	\$ 50,040
Toberman	1/7/02	4/18/02	\$ 37,588	\$ 23,417
Holmby	6/24/02	11/23/02	\$ 52,000	\$ 108,859
Jim Gilliam	1/9/02	4/3/02	\$ 24,667	\$ 8,366
Dearborn	2/27/02	4/2/02	\$ 30,122	\$ 14,437
Devonwood	1/29/02	4/2/02	\$ 18,256	\$ 17,957
Encino	4/29/02	7/18/02	\$ 62,474	\$ 76,949
Moorpark	4/4/02	7/18/02	\$ 77,260	\$ 31,060
Woodbridge	3/19/02	4/11/02	\$ 25,100	\$ 17,187
PLUS I&R – ADA Transition Plan Expenses (Note 1)				\$ 103,561
TOTALS			\$ 471,531	\$ 563,733
APPROPRIATION TO GSD				\$ 614,753
BALANCE AVAILABLE TO BE UTILIZED BY RAP				\$ 51,020

Note: In general, the projects listed above include landscape improvements for ADA compliance. The only exception is Holmby which includes the construction of two men/women, single accommodation, ADA compliant toilets.

The line item indicated as Investigating and Reporting (I&R) for the amount of \$103,561 has been explained by GSD accounting staff to represent all expenses for cost estimating, meeting attendances, and various administrative costs for the projects incurred up to February of 2004. Prior to the current fiscal year, GSD did not include these construction expenses with their cost estimates, hence the reason for their lump sum. The clarification of this expense item has resulted in staff's recommendation to accept the projects on this date.

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The quality of the work was excellent. Since there are no contract compliance issues with the MOU, and City employees completed the construction work, staff requests that the Board the work and furnish GSD with a letter of completion for the subject projects.

On December 19, 2001, and January 4, 2002, the Council and Mayor approved respectively the GSD appropriation of \$614,753 (Council File 01-2231) for construction services associated with the twelve facilities listed above, with the exception of Woodbridge, but with the inclusion of Venice and Fremont pools. Staff determined that there was no decrease in the appropriation to GSD to reflect the changes mentioned in Board Report 01-314.

Staff requests that the amount of \$51,020, which is in fund 302, Department 89, Account 140V, be made available to pay for shortfalls currently incurred during construction of year 2 ADA work under a separate the MOU between RAP and GSD dated January 8, 2003.

This report prepared by Kathleen Chan, Acting Superintendent, Recreation and Parks and Ada Fernandez-De La Rosa, Project Manager.