

## AGENDA

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

Wednesday, March 4, 2015 at 9:30 a.m.

EXPO Center, Comrie Hall  
3980 S. Bill Robertson Lane  
Los Angeles, CA 90037

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SYLVIA PATSAOURAS, PRESIDENT  
IRIS ZUÑIGA, VICE PRESIDENT  
LYNN ALVAREZ, COMMISSIONER  
MELBA CULPEPPER, COMMISSIONER  
MISTY M. SANFORD, COMMISSIONER

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EVERY PERSON WISHING TO ADDRESS THE COMMISSION MUST COMPLETE A SPEAKER'S REQUEST FORM AT THE MEETING AND SUBMIT IT TO THE COMMISSION EXECUTIVE ASSISTANT PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM.

PURSUANT TO COMMISSION POLICY, COMMENTS BY THE PUBLIC ON AGENDA ITEMS WILL BE HEARD ONLY AT THE TIME THE RESPECTIVE ITEM IS CONSIDERED, FOR A CUMULATIVE TOTAL OF UP TO FIFTEEN (15) MINUTES FOR EACH ITEM. ALL REQUESTS TO ADDRESS THE BOARD ON PUBLIC HEARING ITEMS MUST BE SUBMITTED PRIOR TO THE BOARD'S CONSIDERATION OF THE ITEM. COMMENTS BY THE PUBLIC ON ALL OTHER MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD WILL BE HEARD DURING THE "PUBLIC COMMENTS" PERIOD OF THE MEETING. EACH SPEAKER WILL BE GRANTED TWO MINUTES, WITH FIFTEEN (15) MINUTES TOTAL ALLOWED FOR PUBLIC PRESENTATION.

1. APPROVAL OF THE MINUTES:

Approval of the Minutes of the Meetings of February 18, 2015

2. GENERAL MANAGER'S REPORTS:

- |        |   |
|--------|---|
| 15-041 | Various Communications  |
| 15-042 | As-Needed Heating, Ventilation and Air Conditioning (HVAC) Construction, Retrofit, Maintenance and/or Repair – Award of Contracts |
| 15-043 | As-Needed Electrical Construction, Retrofit, Maintenance and/or Repair Services – Award of Contract                               |
| 15-044 | Re-Issue Electrical Construction, Retrofit, Maintenance and/or Repairs – Request for Qualification                                |
| 15-045 | Wellness Center Park Project – Assignment of Right to Apply for Proposition A Cities Excess Funds; City Council Resolution        |
| 15-046 | La Kretz Crossing Bridge Project – Assignment of Right to Apply for Proposition A Cities Excess Funds; City Council Resolution    |

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- 15-047 Griffith Park - Temporary, Revocable Right of Entry Permit to Burberry Limited Authorizing Access to Griffith Observatory Exterior Grounds and Greek Theatre Parking Lot 2 for a Private Event
- 15-048 Hollywood Museum Collection – Rescission of Approval of Amendment to Agreement No. 2386 for the Loan of Costumes and Textile Artifacts and Revised Amendment to Loan Agreement No. 2386 with the FIDM Museum and Library, Inc.
- 15-049 Griffith Park – Greek Theatre Concession – Cancellation of the Request for Proposals for the Operation and Maintenance of the Greek Theatre Concession (CON-M14-001); Rejection of All Proposals and Return of All Proposal Deposits

The Commission may recess to closed session pursuant to Government Code Section 54956.9(d)(2) & (e)(5) in order to confer with legal counsel concerning significant exposure to litigation in the form of a threat of litigation regarding the matter described hereinabove.

3. COMMISSION TASK FORCES:

- Commission Task Force on Concessions Report – Commissioners Alvarez and Zuñiga
- Commission Task Force on Facility Repair and Maintenance Report – Commissioners Culpepper and Sanford

4. GENERAL MANAGER’S ORAL REPORT:

Report on Department Activities and Facilities

5. PUBLIC COMMENTS:

Any comments that require a response or report by staff will be automatically referred to staff.

6. FUTURE AGENDA ITEMS:

Requests by Commissioners to Schedule Specific Items on Future Agendas

7. NEXT MEETING:

The next scheduled meeting of the Board of Recreation and Park Commissioners will be held on Thursday, March 19, 2015, 9:30 a.m., at EXPO Center, 3980 S. Bill Robertson Lane, Los Angeles, CA 90037.

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8. 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)202-2640.

Finalization of Commission Actions: In accordance with City Charter, actions that are subject to Section 245 are not final until the expiration of the next five meeting days of the Los Angeles City Council during which the Council has convened in regular session and if Council asserts jurisdiction during this five meeting day period the Council has 21 calendar days thereafter in which to act on the matter.

Commission Meetings can be heard live over the telephone through the Council Phone system. To listen to a meeting, please call one of the following numbers:

from Downtown Los Angeles	(213) 621-CITY (2489)
from West Los Angeles	(310) 471-CITY (2489)
from San Pedro	(310) 547-CITY (2489)
from Van Nuys	(818) 904-9450

For information, please go to the City's website: <http://ita.lacity.org/ForResidents/CouncilPhone/index.htm>

Information on agenda items may be obtained by calling the Commission Office at (213) 202-2640. Copies of the agenda and reports may be downloaded from the Department's website at [www.laparks.org](http://www.laparks.org).

REPORT OF GENERAL MANAGER

NO. 15-041

DATE March 04, 2015

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, relative to a proposed Agreement with the Mexican American Opportunity Foundation for a Head Start Program at Ross Snyder Recreation Center.

Referred to staff for further processing.

2) City Clerk, relative to protecting the Mexican Elderberry and the Toyon.

Note and File.

3) City Clerk, relative to the acquisition of 427 N. Gaffey Street for public access to Welcome Park and Bandini Canyon Park in San Pedro.

Note and File.

4) City Clerk, relative to implementation of a 2014-15 Sidewalk Repair Program to repair sidewalks adjacent to City facilities.

Referred to General Manager.

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- 5) Chief Legislative Analyst, forwarding the Legislative Report for the weeks ending January 16, and January 23, 2015. Note and File.
- 6) Rick Selan (and others), fourteen communications to various addressees, relative to Oakwood Recreation Center and other topics. Note and File.
- 7) Mark Ryavec, Venice Stakeholders Association, four communications to various addressees, relative to allegedly illegal camping at Venice Beach Recreation Area and other topics. Note and File.
- 8) Four Residents, five communications to various addressees, relative to the Hollywoodland neighborhood, adjacent to Griffith Park. Note and File.
- 9) Morris Pichon, relative to trash at Hansen Dam Recreation Area. Referred to General Manager.
- 10) Latham & Watkins, three communications on behalf of Live Nation, relative to the Greek Theatre Concession. Note and File.  
(Report No. 14-258)
- 11) Francisco Díaz-Maroto, Policía Municipal Madrid, relative to collecting a Park Ranger badge. Referred to General Manager.
- 12) Clement Johnson, Extreme Kids, relative to operating in Los Angeles parks. Referred to General Manager.
- 13) Tori Kjer, PLA, The Trust for Public Land, relative to a proposed name for Monitor Park. Referred to General Manager.

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14) Manatt, Phelps & Phillips, LLP, on behalf of Live Nation, relative to the Greek Theatre Concession.

Note and File.  
(Report No. 14-258)

15) Shelley Sims, commending Park Ranger Pete Steur.

Place letter in Employee Personnel file.

16) Victor June Ayala, to Ramon Bernal, Sr. Recreation Director II, relative to various issues at Lincoln Park.

Note and File.

17) Anonymous ("Mark T."), relative to the membership of the Griffith Park Advisory Board.

Referred to General Manager.

This report was prepared by Paul Liles, Clerk Typist, Commission Office.

REPORT OF GENERAL MANAGER

NO. 15-042

DATE March 04, 2015

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS-NEEDED HEATING, VENTILATION AND AIR CONDITIONING (HVAC) CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIR – AWARD OF CONTRACTS

R. Adams	_____	V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	*N. Williams	<u>Now</u>

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

- Find, in accordance with Charter Section 1022, on file in the Board Office, that the Department of Recreation and Parks (Department) does not have, available in its employ, personnel with sufficient time or necessary expertise to undertake Heating, Ventilation And Air Conditioning (HVAC) construction, retrofit, maintenance and/or repair projects in a timely manner, and it is more economical and it is also in the Department’s best interest, to secure these services by contract with several contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed. Charter Section 1022 determination report was performed by the City’s Personnel Department and based on this report and the outreach performed by Department Staff, it was concluded that no other City Department can provide staff to perform Heating, Ventilation And Air Conditioning (HVAC) construction, retrofit, maintenance and/or repair projects;
- Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), the Department finds Contracts, as determined by the contracting authority, for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character for which the contracting authority finds that competitive bidding is not practicable or advantageous because it is necessary for the Department to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each

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individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to perform the work, the price to be charged and the unique expertise of the as-needed contractor;

3. Find, in accordance with Charter Section 372 and Los Angeles Administrative Code Section 10.17, that the use of competitive bidding would be undesirable, impractical or impossible or otherwise excused by the common law because, unlike the purchase of a specified product, there is no single criterion such as price comparison, that will determine which proposer can best provide the services required by the Department to provide HVAC Construction Retrofit, Maintenance and or Repair Services;
4. Find, in accordance with Charter Section 372 and Los Angeles Administrative Code Section 10.17, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price, and expertise, and that it is therefore necessary to have several as-needed contractors for this type of service available when called upon by the Department to perform services;
5. Approve the selection process for the selection of qualified firms;
6. Approve a proposed Personal Services Contract (Contract), substantially in the form on file in the Board Office, between the Department and two (2) firms for As-Needed HVAC Construction, Retrofit, Maintenance and/or Repairs Services for a three (3) year contract, specifying the terms and conditions, subject to approval of the Mayor and the City Attorney as to form;

Contractors:

- 1) AP Construction Group, Inc.  
15537 Cabrito Road  
Van Nuys, California 91406
- 2) South Coast Mechanical, Inc.  
2283 East Via Burton  
Anaheim, California 92806

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7. Direct the Board Secretary to transmit the Contracts to the Mayor in accordance with Executive Directive No. 3 and concurrently, to the City Attorney for review and approval as to form; and,
8. Authorize the Board President and Secretary to execute the Contracts upon receipt of the necessary approvals.

SUMMARY:

The Department is in need of HVAC Construction, Retrofit, Maintenance and/or Repair Services contracts in order to perform current and future construction projects, which current staffing can only provide on a limited basis. Therefore, one (1) or more HVAC construction contracts are required. With over four hundred twenty (420) park locations under the jurisdiction of the Department, HVAC construction services contracts are critical to maintaining and expanding our current park facility infrastructures.

This contract will provide the Department with an additional resource to perform HVAC construction services to help supplement current City forces. In addition, these contracts will provide the Department's Planning, Construction and Maintenance Branch a tool to meet current and future HVAC construction projects.

On January 22, 2014, the Board approved a Request for Qualifications (RFQ) for HVAC Construction, Retrofit, Maintenance and/or Repairs (Report No. 14-007), which was released February 11, 2014. On April 22, 2014, the Department received five (5) proposals in response to the RFQ. The responders were:

- 1) Acco Engineering Systems, Inc.
- 2) AP Construction Group, Inc.
- 3) Applied Air Conditioning, Inc.
- 4) South Coast Mechanical, Inc.
- 5) FM Thomas Air Conditioning, Inc.

The various HVAC construction, retrofit, maintenance and/or repair services will include, but are not limited to the design, engineer, permitting, installation of HVAC equipment, sheet metal ductwork, registers, platforms, electrical and plumbing with weather tight penetrations of roofs and walls. All work under this contract will also install complete, fully functional control and energy management systems and startup commissioning with fully completed documentation of all manufacturers' startup sheets and inclusive of Operation and Maintenance (O & M) manuals. Install new or retrofit and/or repair boilers and cooling towers. Incidental related work to HVAC maintenance and installations may include roofing, framing, carpentry, electrical, drywall and painting.

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The responders were required to provide evidence of their qualifications by meeting the following requirements:

*\* Responders must have provided a minimum of twenty (20) new HVAC installations performed by their company within the County of Los Angeles within the last ten (10) years. All projects must have been performed from May 2004 to present. All projects submitted must have been permitted within the County of Los Angeles. Responders must provide the following types/size of HVAC systems:*

<u>Quantity Required</u>	<u>System Type</u>	<u>Tons</u>	<u>Installation Design/Type</u>
3	Package Unit/ Gas/Electric	5-20	2-downshot and/or 3 side discharge
2	Package Unit/ Heat Pump	5-20	2-downshot and/or 3 side discharge
3	Package Unit/ Gas/ Electric	10-50	2-downshot and/or 3 side discharge
2	Package Unit/ Heat Pump	10-50	2-downshot and/or 3 side discharge
3	Split Systems (Remote Condenser)/ Mini Split	1-5	For Small Server Room or Office Space
4	Split Systems (Remote Condenser)	5-20	Office Space
3	Split Systems (Remote Condenser)	20-50	For Auditoriums, Gymnasiums and Pools

*Responders MUST have included a minimum five (5) energy management systems and/or built up controls system in larger split systems.*

Only two (2) of the five (5) responders submitted a responsive submittal to this RFQ. Three (3) responders failed to submit a complete submittal and/or failed to qualify, and thus were disqualified from any further review process. The following responders were disqualified because they submitted an incomplete RFQ package submittal response, specific details for the disqualifications can be found in Exhibit A.

- 1) Acco Engineered Systems, Inc.  
6265 San Fernando Road  
Glendale, California 91201
- 2) Applied Air Conditioning, Inc.  
4250 Artesia Ave, Suite B  
Fullerton, California 92833

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- 3)      FM Thomas Air Conditioning, Inc.  
         231 Gemini Avenue  
         Brea, California 92821

The following responders met the minimum requirements for the RFQ for HVAC Construction, Retrofit, Maintenance and/or Repairs as specified above:

- 1)      AP Construction Group, Inc.  
         15537 Cabrito Road  
         Van Nuys, California 91406
  
- 2)      South Coast Mechanical, Inc.  
         2283 East Via Burton  
         Anaheim, California 92806

RFQ responses were evaluated solely for the minimum qualifications (as stated in RFQ Document). The minimum qualifications as set forth determined the responder's knowledge and experience to perform the terms and specifications of this Contract. It was found through review and verification by Department staff that the above-listed responder met and/or exceeded the minimum qualifications as set forth in the RFQ.

Once it was determined that the responders had met all of the minimum qualifications, the staff verified with the references provided by the respondents. Questions were posed regarding respondent's ability to produce a quality product that met all necessary standards, in a timely manner. They were also asked whether the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondents who met our minimum qualifications responded favorably to these questions and highly recommended the respective respondent. It was then determined that the above listed Respondents should be selected as a pre-qualified HVAC Construction, Retrofit, Maintenance and/or Repair contractor and eligible to bid on future Department projects.

The responders who submitted and qualified, performed and passed the City's Business Inclusion Program (BIP) outreach.

The Department is seeking authorization for the Board President and Secretary to execute a contract with the two (2) qualified responders, subject to City Attorney and Mayor's approval. The selected pre-qualified contractors are recommended to the Board for up to a three (3) year contracts, in an amount not-to-exceed an annual expenditure of \$7,000,000 per contract, per contractor. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The construction services that the Department is requesting shall be on an as-

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needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts. (Ref. 03/09)

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, and Proposition 40.

FISCAL IMPACT STATEMENT:

Executing these as-needed contracts has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Finance Division.

# EXHIBIT A

## REQUEST FOR QUALIFICATION

### HVAC CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS

<b>"NON RESPONSIVE" RESPONDERS</b>	<b>REASONS FOR 'NON-RESPONSIVENESS'</b>
Acco Engineering Systems	<ol style="list-style-type: none"><li>1) Responder did not answer Question #9 of the Contractor Responsibility Ordinance (CRO), Page 67 of RFQ document,</li><li>2) Responder did not answer Question # 14 of CRO, Page 68.</li></ol>
Applied Air Conditioning, Inc.	<ol style="list-style-type: none"><li>1) Responder did not sign the CRO on page 70 of RFQ document.</li></ol>
FM Thomas	<ol style="list-style-type: none"><li>1) Responder did not sign the Child Care Declaration Statement on Page 83 of RFQ document.</li></ol>

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Jimmy Newsom Phone No. 818-679-1453

CAO: Jay Shin Phone No. 213-473-7559

3. Work to be performed:

Recreation and Parks is seeking one or more contractors to perform electrical construction, retrofit, maintenance, and/or repairs to various facilities on an as-needed basis. The work includes: power and lighting design/construction/retrofit installation; design/construction/retrofit of outdoor sports field lighting which includes installation of light towers up to 70 feet high; design/construction/retrofit of outdoor solar lighting systems; maintenance and/or repairs of baseball, football, soccer and other field lighting installations up to a maximum height of 70 feet; maintenance and/or repairs of basketball, tennis, volleyball courts and other outdoor sports field lighting infrastructure; maintenance and/or repairs of all department facilities and/or other City facilities (power and lighting); and maintenance and/or repairs of all solar system installations.

Is this a contract renewal? Yes  No

4. Proposed length of contract: 3 years Start Date: Unknown (as soon as possible)

6. Proposed cost of contract (if known): Up to \$10 million (annual ceiling per contractor, per contract)

7. Name of proposed contractor: To be determined

8. Unique or special qualifications required to perform the work:

The contractors must possess a California Contractor's License "C-10" (Electrical Contractor). The contractors must meet a minimum of one of two qualification requirements: 1) They must have a minimum of 10 years of installation experience for baseball, football, soccer and other field lighting. They must have performed lighting tower installations 70 feet high. All sports field lighting installation must have been performed 100% by the contractor. They must provide a list of 10 baseball, football and/or soccer sports field lighting installations over the last 5 years in California. 2) The contractors must provide evidence of the following qualifications: two indoor gymnasium lighting installations with a minimum of 12 fixture replacements, over the last 5 years; and 5 outdoor lighting projects over the last 5 years. All projects must include the installation of at least 10 concrete bases for each project, 10 lighting poles 25 feet high or less, and electrical power race ways. The contractors must have performed 100% of the gymnasium lighting and park lighting installations. For both qualification requirements, all projects must have been performed from August 2009 to the present. The contractors must be and have been in good standing with the California Contractor's License Board for the last 5 years.

9. Are there City employees that can perform the work being proposed for contracting?

Yes  No

<b>Classification</b>	<b>Department(s)</b>	<b>List Expires</b>
Electrician, 3863	Airports, DWP, GSD, Harbor, Police, PW-San, PW-St Svcs, Rec & Parks, Zoo	No list
Electrician Supervisor, 3865	Airports, GSD, Harbor, PW-San, PW-St Svcs, Rec & Parks	9/25/15
Electrical Craft Helper, 3799	Airports, DWP, Harbor, Police, PW-San, PW-St Ltq, PW-St Svcs, Rec & Parks, DOT	Indefinite

Construction and Maintenance Supervisor, 3127	Airports, DWP, Harbor, PW-San, PW-St Svcs, Rec & Parks, Zoo	11/15/14
Maintenance & Construction Helper, 3115	Various	3/19/15

If yes,

- a. Which class(es) and Department(s): See above.
- b. Is there sufficient Department staff available to perform the work? Yes  No
- c. Is there a current eligible list for the class(es)? Yes  No  Expiration Date See above.
- d. Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- e. Can the requesting department continue to employ staff hired for the project after project completion?  
Yes  No
- f. Are there City employees currently performing the work? Yes  No

10. Findings

- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform work. (Please see summary below.)

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

**SUMMARY:**

Recreation and Parks is seeking one or more contractors to perform various electrical construction, retrofitting, maintenance and/or repairs to Department facilities. The projects that may be performed under the proposed contract(s) will be short-term in duration (1-3 months). There are City classifications that can perform the work as noted above. The Department indicated that its staff is currently performing these tasks, but that it is severely understaffed and these contracts will be used only if Department staff cannot do the work.

*Elizabeth A. Terry*

Submitted by  
Elizabeth A. Terry  
Sr. Personnel Analyst I

Reviewed by  
Don Harrahill  
Sr. Personnel Analyst II

*Raul Lemus*

Approved by  
Raul Lemus  
Chief Personnel Analyst

*9/4/14*

Date

REPORT OF GENERAL MANAGER

NO. 15-043

DATE March 04, 2015

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AS NEEDED ELECTRICAL CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIR SERVICES – AWARD OF CONTRACT

R. Adams	_____	V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	*N. Williams	<u>NDW</u>



General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Find, in accordance with Charter Section 1022, on file in the Board Office, that the Department of Recreation and Parks (Department) does not have, available in its employ, personnel with sufficient time or necessary expertise to undertake Electrical Construction, Retrofit, Maintenance and/or Repairs in a timely manner, and it is more economical and it is also in the Department's best interest, to secure these services by contract with several contractors to perform this work as-needed and on an occasional, but frequent basis, without engaging in a new competitive bidding process for each individual project to be performed. Charter Section 1022 determination report was performed by the City's Personnel Department and based on this report and the outreach performed by Department Staff, it was concluded that no other City Department can provide staff to perform Electrical Construction, Retrofit, Maintenance and/or Repair Services;
2. Find, in accordance with Charter Section 371(e)(2) and Los Angeles Administrative Code Section 10.15(a)(2), the Department finds Contracts, as determined by the contracting authority, for the performance of professional, scientific, expert, technical, or other special services of a temporary and occasional character for which the contracting authority finds that competitive bidding is not practicable or advantageous because it is necessary for the Department to be able to call on contractors to perform this work as-needed and on an occasional, but frequent, basis without engaging in a new competitive process for each individual project to be performed; however, from among as-needed contractors each individual project is assigned on the basis of availability of an as-needed contractor to

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perform the work, the price to be charged and the unique expertise of the as-needed contractor;

3. Find, in accordance with Charter Section 372 and Los Angeles Administrative Code Section 10-17, that the use of competitive bidding would be undesirable, impractical or impossible or otherwise excused by the common law because, unlike the purchase of a specified product, there is no single criterion such as price comparison, that will determine which proposer can best provide the services required by the Department to provide HVAC Construction Retrofit, Maintenance and or Repair Services;
4. Find, in accordance with Charter Section 372 and Los Angeles Administrative Code Section 10-17, that obtaining competitive proposals or bids for each individual project for which work may be performed pursuant to this agreement is not reasonably practicable or compatible with the Department's interests of having available as-needed contractors who are assigned various projects on the basis of availability, price, and expertise, and that it is therefore necessary to have several as-needed contractors for this type of service available when called upon by the Department to perform services;
5. Approve the selection process for the selection of qualified firms;
6. Approve a proposed Personal Services Contract (Contract), substantially in the form on file in the Board Office, between the Department and Electro Construction Corporation for Electrical Construction, Retrofit, Maintenance and/or Repair Services specifying the terms and conditions for a three (3) year contract, subject to approval of the Mayor and the City Attorney as to form;
7. Direct the Board Secretary to transmit the Contract to the Mayor in accordance with Executive Directive No. 3 and, concurrently to the City Attorney for review and approval as to form; and,
8. Authorize the Board President and Secretary to execute the contracts upon receipt of the necessary approvals.

SUMMARY:

The Department requires as-needed Electrical Construction, Retrofit, Maintenance and/or Repair Services contracts in order to perform current and future construction projects such as the installation of new and/or retrofit old sports field lighting. Many of our park facilities require continued electrical upgrades and modifications, in order to maintain a safe, productive and efficient operation.

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The minimum qualifications as described in more detail below were established to address the highest and most complex needs of the Department.

It is imperative that the Department develop and award this contract in order to continue its general facility electrical upgrades and new construction demands. Currently the Department does not have the expertise and equipment to install new sports field lighting equipment, and although we may be able to perform some or none of the facility Electrical Construction, Retrofit, Maintenance and/or Repair Services, we are severely under staffed and currently cannot perform all of the work at our park facilities. Having access to on-call, pre-qualified contractors who specialize in this type of work will help ensure our facilities are maintained in a safe operating condition with reduced interruption to public use when electrical construction and retrofit is needed. The pre-qualified contractor will work as support to the Department's Planning, Maintenance and Construction staff and will be called upon on an as-needed basis.

The Department operates over four (400) hundred park properties throughout the City of which over one hundred twenty (120) have sports field lighting amenities, servicing more than a million patrons every year, with approximately two-thirds of them being more than forty (40) years old. Our park facilities and sports lighting infrastructure is in constant need of electrical improvements, updating and/or rehabilitation. The Department's electrical construction staff does not have the skill, knowledge and/or equipment to perform mid-to large-scale electrical construction and retrofit projects.

The proposed electrical Contractor has demonstrated the required special electrical knowledge and skills that are required for new installation and/or retrofit of our Park lighting infrastructure, which includes but is not limited to baseball, football, soccer field lighting and towers, lighting controllers, facility gym lighting, sports field lighting fixtures up to seventy (70) feet high and electrical knowledge and skills of recreation facility infrastructure.

On September 3, 2014, the Board approved a Request for Qualification (RFQ), which was released on September 4, 2014. On October 28, 2014, the Department received one (1) proposal in response to the Request for Qualifications for Electrical Construction, Retrofit, Maintenance and/or Repairs.

- 1)        Electro Construction Corp.  
          3021 Rowena Avenue  
          Los Angeles, California 90039

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All Responders were required to provide evidence of their qualifications and were required to meet at least one of two (2) minimum requirements listed below.

- 1) Outdoor Sports Field Lighting: Qualified Responders must have provided minimum of ten (10) years of installation experience for baseball, football, soccer and other fields lighting. Responder must have performed lighting tower installations seventy (70) feet high. Responder/s must have installed at least ten (10) sports field lighting projects for baseball, football, soccer or other related sports field lightings over the last five (5) years. All sports field lighting installation must have been performed 100% by Responders.
- 2) Department Facility: Responders must have provided a list of two (2) indoor gymnasium lighting installations over the last five (5) years and provide a list of five (5) outdoor lighting project with a minimum of ten (10) lighting standards, poles and fixtures. Responders must have performed 100% of the electrical work.

Based on a review of the RFQ submitted by Electro Construction Corporation who is sole Responder to the RFQ, it is staff's assessment that the Responder has met the minimum qualifications for outdoor sports field lighting and Department facility lighting as specified in the RFQ

It should be noted that the RFQ response is used solely to determine whether the Responder meets the minimum qualifications (as stated in RFQ Document). The minimum qualifications, as set forth, determine the responder's knowledge and experience to perform the terms and specifications of this Contract. It was found through review and verification by Department Staff that the above listed responder met and/or exceeded the minimum qualifications as set forth in the RFQ.

Once it was determined that the responder had met all of the minimum qualifications, staff verified the respondents' provided references. Questions were posed regarding respondent's ability to produce a quality product that met all necessary standards, in a timely manner. They were also asked if the respondent was timely and effective in their correspondence with governing agencies. All of the references for the respondent, responded favorably to these questions and highly recommend the respective respondent. It was then determined that the above-listed respondent should be selected as a pre-qualified Electrical Construction, Retrofit, Maintenance and/or Repair contractor and eligible to bid on future Department projects.

The responder who submitted and qualified, performed and passed the City's Business Inclusion Program (BIP) outreach.

REPORT OF GENERAL MANAGER

PG. 5

NO. 15-043

The Department is seeking authorization for Board President and Secretary to execute a contract with two (2) qualified responders, subject to City Attorney and Mayor's approval. The selected pre-qualified contractor will be recommended to the Board for a three (3) year contract, in an amount not to exceed an annual expenditure of \$10,000,000.00 per contract, per contractor. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The construction services that the Department is requesting shall be on an as-needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts.

Funding for projects will be provided from various funding sources including to but not limited to Proposition K, Quimby, Proposition A, and Proposition 40.

FISCAL IMPACT STATEMENT:

Executing this as-needed contract has no impact to the Department's General Fund.

This report was prepared by Jim Newsom, Management Analyst II, Finance Division.

## PERSONNEL DEPARTMENT CONTRACT REVIEW REPORT

1. Requesting Department: Recreation and Parks

2. Contacts:

Department: Jimmy Newsom Phone No. 818-679-1453

CAO: Jay Shin Phone No. 213-473-7559

3. Work to be performed:

Recreation and Parks is seeking one or more contractors to perform electrical construction, retrofit, maintenance, and/or repairs to various facilities on an as-needed basis. The work includes: power and lighting design/construction/retrofit installation; design/construction/retrofit of outdoor sports field lighting which includes installation of light towers up to 70 feet high; design/construction/retrofit of outdoor solar lighting systems; maintenance and/or repairs of baseball, football, soccer and other field lighting installations up to a maximum height of 70 feet; maintenance and/or repairs of basketball, tennis, volleyball courts and other outdoor sports field lighting infrastructure; maintenance and/or repairs of all department facilities and/or other City facilities (power and lighting); and maintenance and/or repairs of all solar system installations.

Is this a contract renewal? Yes  No

4. Proposed length of contract: 3 years Start Date: Unknown (as soon as possible)

6. Proposed cost of contract (if known): Up to \$10 million (annual ceiling per contractor, per contract)

7. Name of proposed contractor: To be determined

8. Unique or special qualifications required to perform the work:

The contractors must possess a California Contractor's License "C-10" (Electrical Contractor). The contractors must meet a minimum of one of two qualification requirements: 1) They must have a minimum of 10 years of installation experience for baseball, football, soccer and other field lighting. They must have performed lighting tower installations 70 feet high. All sports field lighting installation must have been performed 100% by the contractor. They must provide a list of 10 baseball, football and/or soccer sports field lighting installations over the last 5 years in California. 2) The contractors must provide evidence of the following qualifications: two indoor gymnasium lighting installations with a minimum of 12 fixture replacements, over the last 5 years; and 5 outdoor lighting projects over the last 5 years. All projects must include the installation of at least 10 concrete bases for each project, 10 lighting poles 25 feet high or less, and electrical power race ways. The contractors must have performed 100% of the gymnasium lighting and park lighting installations. For both qualification requirements, all projects must have been performed from August 2009 to the present. The contractors must be and have been in good standing with the California Contractor's License Board for the last 5 years.

9. Are there City employees that can perform the work being proposed for contracting?

Yes  No

<b>Classification</b>	<b>Department(s)</b>	<b>List Expires</b>
Electrician, 3863	Airports, DWP, GSD, Harbor, Police, PW-San, PW-St Svcs, Rec & Parks, Zoo	No list
Electrician Supervisor, 3865	Airports, GSD, Harbor, PW-San, PW-St Svcs, Rec & Parks	9/25/15
Electrical Craft Helper, 3799	Airports, DWP, Harbor, Police, PW-San, PW-St Ltg, PW-St Svcs, Rec & Parks, DOT	Indefinite

Construction and Maintenance Supervisor, 3127	Airports, DWP, Harbor, PW-San, PW-St Svcs, Rec & Parks, Zoo	11/15/14
Maintenance & Construction Helper, 3115	Various	3/19/15

If yes,

- a. Which class(es) and Department(s): See above.
- b. Is there sufficient Department staff available to perform the work? Yes  No
- c. Is there a current eligible list for the class(es)? Yes  No  Expiration Date See above.
- d. Estimated time to fill position(s) through CSC process? Unknown due to hiring freeze.
- e. Can the requesting department continue to employ staff hired for the project after project completion? Yes  No
- f. Are there City employees currently performing the work? Yes  No

10. Findings

- City employees DO NOT have the expertise to perform the work
- City employees DO have the expertise to perform work. (Please see summary below.)

Check if applicable (explanation attached) and send to CAO for further analysis

- Project of limited duration would have to layoff staff at end of project
- Time constraints require immediate staffing of project
- Work assignment exceeds staffing availability

**SUMMARY:**

Recreation and Parks is seeking one or more contractors to perform various electrical construction, retrofitting, maintenance and/or repairs to Department facilities. The projects that may be performed under the proposed contract(s) will be short-term in duration (1-3 months). There are City classifications that can perform the work as noted above. The Department indicated that its staff is currently performing these tasks, but that it is severely understaffed and these contracts will be used only if Department staff cannot do the work.

		
Submitted by Elizabeth A. Terry Sr. Personnel Analyst I	Reviewed by Don Harrahill Sr. Personnel Analyst II	Approved by Raul Lemus Chief Personnel Analyst
		Date 9/4/14

REPORT OF GENERAL MANAGER

NO. 15-044

DATE March 04, 2015

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: RE-ISSUE ELECTRICAL CONSTRUCTION, RETROFIT, MAINTENANCE AND/OR REPAIRS - REQUEST FOR QUALIFICATION

R. Adams	_____	V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	*N. Williams	<u>N/W</u>

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

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Approve a proposed Request for Qualifications (RFQ) for Electrical Construction, Retrofit, Maintenance and/or Repairs, for a three (3) year contract, in an amount not-to-exceed \$10,000,000.00 per year, per contract awarded, substantially in the form on file in the Board Office, subject to the review and approval of the City Attorney as to form;
2. Direct the Board Secretary to transmit the RFQ to the City Attorney for approval as to form; and,
3. Authorize staff to advertise the RFQ and conduct the RFQ process, subsequent to City Attorney review and approval as to form.

SUMMARY:

On September 3, 2014, the Board, through Board Report No. 14-230, approved a RFQ for Electrical Construction, Retrofit, Maintenance and/or Repairs Contract. Unfortunately, only one (1) proposal from Electro construction Corporation was received.

The Department does not have enough personnel to provide the needed expertise and is in need of contractors that can provide electrical construction, retrofit, maintenance and/or repair services contracts.

## REPORT OF GENERAL MANAGER

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NO. 15-044

There are currently seven (7) existing departmental contracts for electrical services. Of these, three (3) provide Electrical Construction and/or Retrofit services. These are Electro Construction and/or Retrofit Services. These are Electrical Construction Corporation (Contract No. 3371); Floresco Lighting – Sign Maintenance Corporation (Contract No. 3372); and Solar-G (Contract No. 3420). The remaining four (4) contracts provide Electrical Maintenance and Repair Services. These are CSI Electrical contractors (Contract No. 3375); Electro Construction Corporation (Contract No. 3373); Floresco Lighting – Sign Maintenance Corporation (Contract No. 3374); and Solar-G (Contract No. 3421). All seven (7) will expire in less than one (1) year. Since there is an existing need beyond the remaining one (1) year, staff is requesting that the Board approve this report and authorize the re-issuance of an RFQ for the subject services.

Staff has developed and is now ready to release, at the approval of the Board, a RFQ which will be advertised on the Department's website and posted on the Los Angeles Business Assistance Virtual Network (BAVN). In addition, Department staff will perform its own outreach from a list of possible interested parties in electrical construction, retrofit, maintenance and/or repairs. The Planning, Construction and Maintenance Branch, which oversees the Department's construction and maintenance projects, has reviewed the RFQ and provided input.

A pre-bid conference will be held approximately three (3) weeks after the release of the RFQ in order to provide potential responders adequate time to review all of the submittal documents, compliance documents, and requirements for the Business Inclusion Program as required by Executive Directive No. 14 (Villaraigosa Series 2005-2013).

### Evaluation Process

Responses will be evaluated in two levels. Level I will be a review by staff for the minimum qualifications (stated in the RFQ Document). The minimum qualifications will determine the responder's knowledge and experience to perform the terms and specifications of this Contract. If a responder's minimum qualification cannot be verified by City Staff, the responder will be disqualified and no further evaluation will be performed on the response. Level II will evaluate all required compliance and submittal documents as required per City Ordinance. Responder must successfully pass Level I before staff will proceed to Level II.

If responder(s) are successful in meeting the City's minimum qualifications requirements, then response evaluation will be based solely on price submitted by responder.

In the interest of maintaining a competitive environment and maximizing the City's contracting options, staff may choose to award a contract to multiple vendors. If multiple vendors are awarded this contract, vendors will have the opportunity to submit a competitive quote for each project issued

REPORT OF GENERAL MANAGER

PG. 3                      NO. 15-044

by the Department's Planning, Construction and Maintenance Branch, within the terms of this contract.

The selected Responder(s) will be recommended to the Board to be awarded three (3) year contract. With a contract amount not-to-exceed \$10,000,000.00 per year, per contract. It is the intent of staff to schedule the effective start date(s) of all these new contract to coincide with the expiration of the seven (7) current contracts. The contract amount is an estimate, and the Department does not guarantee that the contract maximum amount will be reached. The construction services that the Department is requesting shall be on an as-needed basis; the Department, in entering into an agreement, guarantees no minimum amount of business or compensation. Contracts awarded through this RFQ shall be subject to funding availability and early termination by Department, as provided in the Standard Provisions for City Contracts.

Funding for service will be provided will include various funding sources.

FISCAL IMPACT STATEMENT:

Releasing the Request for Qualification has no impact to the Department's General Fund.

Report prepared by Jimmy Newsom, Management Analyst II, Planning, Construction and Maintenance Branch.

REPORT OF GENERAL MANAGER

NO. 15-045

DATE March 04, 2015

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: WELLNESS CENTER PARK PROJECT – ASSIGNMENT OF RIGHT TO APPLY FOR PROPOSITION A CITIES EXCESS FUNDS; CITY COUNCIL RESOLUTION

R. Adams _____	V. Israel _____
R. Barajas _____	K. Regan _____
H. Fujita _____	*N. Williams <u>NDW</u>

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Recommend to the City Council the adoption of the accompanying Resolution, which assigns to the Amigos De Los Rios a right to apply for Proposition A Cities Excess Funds in the amount of \$500,000.00, which are available from the First Supervisorial District of the County of Los Angeles through the Los Angeles County Regional Park and Open Space District, on condition that the funds are used for the completion of the Wellness Center Park Project, located within the City of Los Angeles; and,
2. Direct staff to transmit a copy of the Resolution to the City Clerk for committee and City Council approval, in accordance with the Proposition A Procedural Guide.

SUMMARY:

As a designated grant administrator of Proposition A funds for the City of Los Angeles, the Department of Recreation and Parks (RAP) was contacted by the County of Los Angeles Department of Parks and Recreation (County) to secure the adoption of a City Council resolution assigning to the Amigos De Los Rios, a qualified nonprofit organization, the right to apply for available First Supervisorial District Proposition A Cities Excess Funds for the development of the Wellness Center Park Project at the historic former County General Hospital site, now known as the Los Angeles County-University of Southern California Medical Center.

On March 5, 2013, the Board of Los Angeles County Supervisors allocated \$1,900,000.00 in Cities Excess Funds to Amigos De Los Rios for the Project, which was recommended by the

REPORT OF GENERAL MANAGER

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NO. 15-045

Board at its meeting of March 20, 2013 (Report No. 13-078) and approved by City Council at its meeting of May 21, 2013 (CF No. 13-0385). However, subsequent to the funding allocation, additional work, materials and other costs were identified for a total project cost estimate of \$2,400,000.00. As a result, the Board of Los Angeles County Supervisors, at its meeting of November 12, 2014, allocated an additional \$500,000.00 to cover the additional work. Amigos De Los Rios is therefore requesting that the City assign the right to apply for the \$500,000.00, which will result in a grant amendment to use the allocated funds for the Wellness Center Park Project.

With the City Council action adopting the authorizing resolution, the County will be able to accept the assignment of and allocate the Proposition A Cities Excess Funds to Amigos De Los Rios for the Wellness Center Park Project. Upon accepting the grant, Amigos De Los Rios will administer the funds and assume full responsibility of the completion of the Project.

FISCAL IMPACT:

There is no fiscal impact to RAP's General Fund as funding for the completion of this project will be the responsibility of Amigos De Los Rios. Additionally, maintenance of the facility will be the responsibility the County.

This Report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY LOS ANGELES  
ASSIGNING THE RIGHT TO APPLY FOR GRANT FUNDS FROM  
THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
FOR FIRST SUPERVISORIAL DISTRICT CITIES EXCESS FUNDS TO AMIGOS DE  
LOS RIOS FOR A GRANT AMENDMENT FOR THE WELLNESS CENTER PARK  
PROJECT AT THE OLD SITE OF THE LOS ANGELES COUNTY UNIVERSITY OF  
SOUTHERN CALIFORNIA MEDICAL CENTER IN LOS ANGELES**

WHEREAS, the people of the County of Los Angeles on November 3, 1992, and on November 5, 1996 enacted Los Angeles County Proposition A, Safe Neighborhood Parks Propositions (collectively the Propositions), which among other uses, provide funds to public agencies and nonprofit organizations in the County for the purpose of acquisition, development and/or rehabilitation of facilities and open space for public recreation;

WHEREAS, the Propositions also created the Los Angeles County Regional Park and Open Space District (the District) to administer said funds;

WHEREAS, Amigos De Los Rios is requesting that the City of Los Angeles assign the right to apply for \$500,000.00 in First Supervisorial District Cities Excess Funds to Amigos De Los Rios for a grant amendment for the Wellness Center Park Project;

WHEREAS, Project will repurpose approximately two (2) acres of space at the former Los Angeles County-University of California Medical Center (County General Hospital), the historic former County General Hospital site located in Los Angeles. The Project will consist of improvements on a  $\frac{3}{4}$  acre lower courtyard at State Street at the former main hospital entrance;  $\frac{1}{4}$  of an acre on the front terrace at the top of the main entrance stairway; and approximately one (1) acre comprised of the formal courtyards at the northwest and southwest corners of the main entrance building, the small courtyard in the southeast corner of the old hospital main entrance building and a linear path/fire lane south of the main building connecting the former County General Hospital with the new Los Angeles County-University of California Medical Center. Project amenities will include landscaping; replacement of certain trees; installation of benches, tables, exercise equipment, shade structures and lighting; Americans with Disabilities Act improvements to existing restrooms and access paths; installation of playground equipment and refurbishment of tot lot; installation of a water feature; installation of decomposed granite and rubber surfacing; installation of large movable planter boxes for healthy eating demonstrations; and interpretive signage. The overall project cost is estimated at \$4,300,000.00; and

WHEREAS, the old County General Hospital project site is owned and operated by the County of Los Angeles is located in the City of Los Angeles and the Wellness Center Park Project will enhance safe, accessible and wellness-themed recreational opportunities in the City of Los Angeles at the old County General Hospital site and benefit other County residents in the First Supervisorial District.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby:

Assigns to the Amigos De Los Rios the right to apply for Proposition A Cities Excess Funds in the amount of \$500,000.00, in the First Supervisorial District, for use in completing the Wellness Center Park Project.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Los Angeles at its meeting of \_\_\_\_\_.

HOLLY L. WOLCOTT, City Clerk

By: \_\_\_\_\_

REPORT OF GENERAL MANAGER

NO. 15-046

DATE March 04, 2015

C.D. 4, 13

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: LA KRETZ CROSSING BRIDGE PROJECT – ASSIGNMENT OF RIGHT TO APPLY FOR PROPOSITION A CITIES EXCESS FUNDS; CITY COUNCIL RESOLUTION

R. Adams _____	V. Israel _____
R. Barajas _____	K. Regan _____
H. Fujita _____	*N. Williams <u>NDW</u>



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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Recommend to the City Council the adoption of the accompanying Resolution, which assigns to the Los Angeles River Revitalization Corporation (LARRC) a right to apply for Proposition A Cities Excess Funds in the amount of \$333,000.00, which are available from the Third Supervisorial District of the County of Los Angeles through the Los Angeles County Regional Park and Open Space District, on condition that the funds are used for the completion of the La Kretz Crossing Bridge Project, located within the City of Los Angeles; and,
2. Direct staff to transmit a copy of the Resolution to the City Clerk for committee and City Council approval, in accordance with the Proposition A Procedural Guide.

SUMMARY:

As a designated grant administrator of Proposition A funds for the City of Los Angeles, the Department of Recreation and Parks (RAP) was contacted by the County of Los Angeles Department of Parks and Recreation (County) to secure the adoption of a City Council resolution assigning to the Los Angeles River Revitalization Corporation (LARRC), a qualified nonprofit organization, the right to apply for available Third Supervisorial District Proposition A Cities Excess Funds for the development of the La Kretz Crossing Bridge Project, which consists of the development of a new bridge across the Los Angeles River. The project will consist of site preparation and the construction of a steel multi-use suspension bridge to accommodate pedestrians, cyclists, and equestrians and provide connections between the Los Angeles River and Atwater Village, North Atwater Park, and Griffith Park.

REPORT OF GENERAL MANAGER

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NO. 15-046

On November 12, 2014, the Board of Los Angeles County Supervisors allocated \$333,000.00 in Cities Excess Funds to LARRC for the Project. The total estimated project cost is \$9,660,000.00, which includes \$3,660,000.00 from Active Transportation Program Funds, \$5,000,000.00 from the Morton La Kretz and Council District 4 and 13 Discretionary Funds, and \$667,000.00 from in-kind services.

With the City Council action adopting the authorizing resolution, the County will be able to accept the assignment of and allocate the Proposition A Cities Excess Funds to LARRC for the La Kretz Crossing Bridge Project. Upon accepting the grant, LARRC will administer the funds and assume full responsibility of the completion of the Project.

FISCAL IMPACT STATEMENT:

There is no fiscal impact to RAP's General Fund as funding for the completion of this project will be the responsibility of LARRC. Additionally, maintenance of the facility will be the responsibility of the County.

This Report was prepared by Isophine Atkinson, Senior Management Analyst, Grants Administration.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY LOS ANGELES  
ASSIGNING RIGHT TO APPLY FOR GRANT FUNDS FROM  
THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT  
FOR THIRD SUPERVISORIAL DISTRICT CITIES EXCESS FUNDS TO THE  
LOS ANGELES RIVER REVITALIZATION CORPORATION FOR THE  
LA KRETZ CROSSING PROJECT**

WHEREAS, the people of the County of Los Angeles on November 3, 1992, and on November 5, 1996 enacted Los Angeles County Proposition A, Safe Neighborhood Parks Propositions (collectively the Propositions), which among other uses, provide funds to public agencies and nonprofit organizations in the County for the purpose of acquisition, development and/or rehabilitation of facilities and open space for public recreation;

WHEREAS, the Propositions also created the Los Angeles County Regional Park and Open Space District (the District) to administer said funds;

WHEREAS, the Los Angeles River Revitalization Corporation (LARRC) is requesting that the City of Los Angeles assign the right to apply for \$333,000.00 in Third Supervisorial District Cities Excess Funds to LARRC for the La Kretz Crossing Project;

WHEREAS, the project consists of the construction of a multi-modal, cable-stay bridge over the Los Angeles River to facilitate crossings for bicycles, pedestrians and equestrians and is estimated to cost \$9.8 million dollars; and

WHEREAS, the Los Angeles River is located within the City of Los Angeles and the La Kretz Crossing Project will enhance safe and accessible recreational opportunities within the City of Los Angeles, the river corridor and Griffith Park, and benefit other County residents in the Third Supervisorial District.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby:

Assigns to the Los Angeles River Revitalization Corporation the right to apply for Proposition A Cities Excess Funds in the amount of \$333,000.00 in the Third Supervisorial District for use in completing the La Kretz Crossing Project.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Los Angeles at its meeting of \_\_\_\_\_.

HOLLY L. WOLCOTT, City Clerk

By: \_\_\_\_\_

REPORT OF GENERAL MANAGER

NO. 15-047

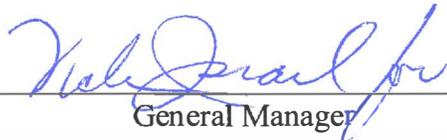
DATE: March 4, 2015

C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK - TEMPORARY, REVOCABLE RIGHT OF ENTRY PERMIT TO BURBERRY LIMITED AUTHORIZING ACCESS TO GRIFFITH OBSERVATORY EXTERIOR GROUNDS AND GREEK THEATER PARKING LOT 2 FOR A PRIVATE EVENT

R. Adams	_____	*V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	N. Williams	_____

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

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board:

1. Approve the issuance of a Temporary, Revocable Right Of Entry Permit (ROE) No. PD ROE-062, substantially in the form on file in the Board Office, to Burberry Limited, of London, England (Burberry), authorizing access to the exterior grounds of Griffith Observatory (Observatory) and Greek Theater Parking Lot 2 for a privately-held event (Burberry Event), subject to approval by the City Attorney as to form;
2. Contingent upon approval of the proposed ROE, the Observatory will be closed to the public on April 16, 2015, to accommodate the Burberry Event, though not interfering with the existing school program schedule;
3. Acknowledge and recognize a charitable donation in the amount of Five Hundred Thousand dollars and no cents (\$500,000.00), to be provided to the Friends of The Observatory (FOTO), a California nonprofit organization, and directed to be used to fund the Griffith Observatory School Program for two (2) years; and,
4. Authorize a financial officer of Recreation and Parks (RAP) to accept, from Burberry, location and staffing fees in the amount of One Hundred Thirty-Thousand dollars and no cents (\$130,000.00) and a user fee of Nine Thousand dollars and no cents (\$9,000.00) and deposit said funds into appropriate account.
5. Authorize the Board Secretary to provide appropriate recognition to Burberry and FOTO

REPORT OF GENERAL MANAGER

PG. 2

NO. 15-047

for their support of the Griffith Observatory School Program.

6. Authorize the RAP General Manager or his designee to sign ROE No. PDR ROE-062

SUMMARY:

The Department of Recreation and Parks (RAP) has received a request from Burberry Limited (Burberry) for authorization to use specified areas of the Griffith Park Observatory (Observatory) exterior grounds, located at 2800 East Observatory Road, Los Angeles, California 90027 and Greek Theater Parking Lot 2 located at 2700 North Vermont Ave, Los Angeles, CA 90027; to conduct a Burberry-operated private special event on April 16, 2015 (Burberry Event). As part of Burberry's request, Burberry has offered a charitable donation to the Friends of The Observatory (FOTO), to fund two (2) years of Griffith Observatory School Program, which serves 35,000 children annually in the amount of Five Hundred Thousand Dollars and no cents (\$500,000.00), to be provided in two (2) separate disbursements of Two Hundred Fifty Thousand Dollars and no cents (\$250,000.00) each, on or before April 1, 2015 and April 1, 2016.

Although the Burberry Event will require a one (1) day temporary closure of Griffith Observatory to the general public, a previously scheduled school event will not be impacted and will still occur the morning of April 16, 2015. Observatory Staff will work with FOTO and Burberry to coordinate the logistics of the Burberry Event and school program. The proposed Temporary, Revocable Right Of Entry Permit (ROE) will authorize Burberry to access specified areas of the Observatory exterior grounds from April 6-25, 2015, to design the Burberry Event layout, build, restore and host the operation of the Burberry Event for invited special guests. The proposed Temporary, Revocable Right Of Entry Permit (ROE) will authorize Burberry to access the Greek Theater Parking Lot 2 from April 6 through April 23, 2015 as the staging area. The Burberry Event, celebrating London in Los Angeles with fashion, music and Britishness, marks an unprecedented collaboration of astronomy, culture and fashion. Main event activities will be occurring on Observatory VIP parking lot, deck and lawn area.

FISCAL IMPACT STATEMENT:

The issuance of the proposed ROE will have a positive fiscal impact to the RAP General Fund, Burberry's payment of location and staffing fee in the amount of \$130,000.00 and a user fee in the amount of \$9,000.00. All costs associated with Burberry Event will be the responsibility of Burberry. The \$500,000.00 charitable donation will offset future FOTO operational costs associated with the Observatory School Program as currently FOTO funds the school program.

Mayor Garcetti has been consulted regarding the Burberry Event, and supports the recommendations contained in this report.

REPORT OF GENERAL MANAGER

PG. 3

NO. 15-047

This Report was prepared by Vicki Israel, Assistant General Manager, Partnership and Revenue Branch.

REPORT OF GENERAL MANAGER

NO. 15-048

DATE March 4, 2015

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HOLLYWOOD MUSEUM COLLECTION – RESCISSION OF APPROVAL OF AMENDMENT TO AGREEMENT NO. 2386 FOR THE LOAN OF COSTUMES AND TEXTILE ARTIFACTS AND REVISED AMENDMENT TO LOAN AGREEMENT NO. 2386 WITH THE FIDM MUSEUM AND LIBRARY, INC.

R. Adams	_____	*V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	N. Williams	_____

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Rescind their action of November 14, 2014, approving a proposed Amendment to Loan Agreement No. 2386 between the City of Los Angeles Department of Recreation and Parks and FIDM Museum and Library, Inc.;
2. Approve a revised proposed Amendment to Loan Agreement No. 2386 (Amendment), substantially in the form as on file in the Board office, between the City of Los Angeles Department of Recreation and Parks and FIDM Museum and Library, Inc., a California 501(c)(3) organization, for the loan of costumes and textile artifacts from the Hollywood Museum Collection, subject to the approval of the Mayor pursuant to Executive Directive No. 3, approval by the City Council by ordinance pursuant to Los Angeles Administrative Code Section 10.5(a) and Charter Section 373, and approval of the City Attorney as to form;
3. Find, in accordance with Charter Section 1022, that the Department does not have personnel available in its employ with sufficient time and expertise to undertake these specialized professional tasks and that it is more feasible to secure these services by contract;
4. Direct the Board Secretary to transmit the proposed Amendment, concurrently to the

## REPORT OF GENERAL MANAGER

PG. 2

NO. 15-048

Mayor in accordance with Executive Directive No. 3 and to the City Attorney for review and approval as to form;

5. Authorize the Board President and Secretary to execute the Amendment upon receipt of the necessary approvals; and,
6. Exercise the twenty-five (25) year renewal option in accordance with Section 2 of Amended Loan Agreement Number 2386, as stipulated in the new proposed Amendment, replacing the original ten (10) year renewal option, upon the execution of the Board-approved Amendment.

### SUMMARY:

FIDM Museum and Library, Inc., (FIDM) was founded in 1977. FIDM began as an educational resource for students studying at the Fashion Institute of Design and Merchandising, a private college in downtown Los Angeles that was founded in 1969. FIDM serves the students, outside researchers, and the community through accessible collections policies, exhibitions, curatorial scholarships, educational programs, and social media. The entire collection housed at FIDM is accessible and free-of-charge to students and researchers. FIDM presents at least three (3) exhibitions per year that are always free-of-charge.

The mission of FIDM is to "...provide students, researchers, designers, and the public with resources to examine the role of historic fashion, accessories, textiles, jewelry, fragrance, and related ephemera in their relationship to society, history, art, and technology."

On July 23, 1990, the Department of Recreation and Parks (RAP) and FIDM entered into Loan Agreement No. 2386 (Agreement), in which FIDM agreed to store, conserve, restore, maintain, and exhibit costumes and textile artifacts owned by RAP as part of the Hollywood Museum Collection as described in this Report. The term of the Agreement is twenty-five (25) years and will expire on July 22, 2015. Section 2 ("Term") of the Agreement allows for a ten (10) year extension upon written consent of both parties.

On April 23, 2014, FIDM sent written correspondence to RAP requesting that the ten (10) year extension be exercised. On June 4, 2014, staff met with FIDM representatives at the Fashion Institute of Design and Merchandising, located at 919 South Grand Avenue, Los Angeles, CA 90015 and was provided a tour of the facility. The facility is both an accredited educational facility and museum that showcases historical costumes and textile artifacts. Staff witnessed firsthand the care and respect with which FIDM stored and exhibited the loaned items. Further discussion resulted in mutual agreement that a second twenty-five (25) year term would benefit the City and give RAP additional time to consider whether to conduct a new Request for Proposals.

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Accordingly, Staff prepared an amendment to revise the Agreement from one (1) ten (10) year extension to one (1) twenty-five (25) year extension. This prior amendment also: 1) Corrected the name of the organization on the Loan Agreement from the “Fashion Institute of Design and Merchandising Museum and Library Foundation, Inc.” to “FIDM Museum and Library, Inc.”; 2) required FIDM to assign a monetary value to each artifact within two (2) years of the execution of the Amendment; and, 3) authorized the RAP General Manager to increase the insurance requirements based on the recommendation of the Risk Manager. The Board on November 19, 2014, accepted these amendments (Board Report No. 14-285).

During the process of review by the City Administrative Officer for the Mayor, and by the City Legislative Analyst in preparation for City Council consideration, questions arose about the replacement of language requiring annual documentation of value with a provision for a one-time monetary evaluation report submitted within twenty-four (24) months of exercising the extension. The initial concern was that any changes in value over time, including increases in value due to restoration work accomplished, would not be captured for insurance purposes with only one evaluation at the beginning of the extension. Additional concerns were generated in regard to possible unnoticed losses if internal valuations were not required after the first two (2) years. FIDM had not requested this particular change and representatives of FIDM concur with retaining the original language and continuing to submit annual reports.

Staff recommends that the Board rescind approval of this prior amendment and approve a revised Amendment. This revised Amendment still incorporates the following.

- Changes the term of the extension from ten (10) years to twenty-five (25) years.
- Corrects the name of the organization from “Fashion Institute of Design and Merchandising Museum and Library Foundation, Inc., to FIDM Museum and Library, Inc.
- Replaces language regarding insurance to update the requirements instructions and authorize the General Manager to make adjustments to the insurance coverage required based on recommendation of the City’s Risk Manager.

Language in Section I (FIDM Responsibilities) is not changed by this Amendment. FIDM will still be required to provide written documentation regarding the artifacts in this collection and their value annually.

### Hollywood Museum Collection

In the mid-1960’s, the Hollywood Museum Associates, Inc. (HMA), attempted to store, conserve, restore, maintain, and exhibit numerous costumes and artifacts obtained from the television and motion picture industry. HMA obtained a collection of costumes and artifacts from the studios, productions companies, and directly from the personal collection of many individual actors.

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HMA was unable to secure the necessary funding to maintain this venture or to secure permanent housing for exhibition. In 1968, HMA provided the collection to RAP in exchange for sufficient funds to cover HMA's indebtedness and with the condition that RAP would either secure a permanent location to exhibit the collection or loan the collection to various organizations.

RAP attempted to procure the necessary land and facility to store the items, but funding became an issue and plans were deferred indefinitely. The collection was then placed into storage in the Lincoln Heights jail until several organizations agreed to become responsible for the items.

RAP currently has similar agreements with organizations such as: the Academy of Motion Picture Arts & Sciences, the American Film Institute, the University of California Los Angeles, the University of Southern California, and the Gene Autry Western Heritage Museum.

These organizations ensure that the items are properly stored, displayed for public exhibition, and/or are used for educational purposes.

The Loan Agreement was approved by City Council by Ordinance No. 165192 pursuant to Charter Section 390 on September 8, 1989. Charter Section 390 has since been renumbered. The new Charter Section number is 373. Any type of contract, including loan agreements, obligating the City or any department to make or receive payment or other valuable consideration for a period longer than such period as provided by ordinance requires Council approval.

Similarly, Los Angeles Administrative Code (L.A.A.C.) Section 10.5(a) states in relevant part, "no board of the city shall make any contract, obligating the City, or any department of the City, to make or receive payments of money or other valuable consideration for a period longer than three years, unless such contract shall have been first approved by the Council."

The consideration for both the Loan Agreement and the proposed Amendment is the same (i.e. the costumes and textile artifacts for the Hollywood Museum Collection). The term of Loan Agreement and the proposed Amendment is more than three (3) years. Consequently, the proposed Amendment will require prior approval by City Council under L.A.A.C. Section 10.5(a) and Charter Section 373.

### Charter Section 1022

Los Angeles City Charter Section 1022 prohibits contracting out work that could be done by City employees unless the Board determines it is more economical and/or feasible to contract out the service.

FIDM is required to insure, store, conserve, restore as possible, and display when appropriate, costumes and textile artifacts of the Hollywood Museum Collection owned by RAP, at no cost to

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RAP. It is therefore more economical to secure these services through an independent contractor.

FISCAL IMPACT STATEMENT:

There is no impact to the RAP General Fund as this Amendment is to loan costumes and textile artifacts to FIDM with no monetary exchange between RAP and FIDM.

This report was prepared by Joel Alvarez, Senior Management Analyst, Partnership Division

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DATE March 4, 2015

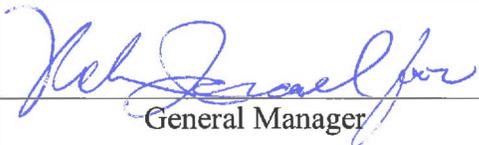
C.D. 4

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: GRIFFITH PARK – GREEK THEATRE CONCESSION – CANCELLATION OF THE REQUEST FOR PROPOSALS FOR THE OPERATION AND MAINTENANCE OF THE GREEK THEATRE CONCESSION (CON-M14-001); REJECTION OF ALL PROPOSALS AND RETURN OF ALL PROPOSAL DEPOSITS

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
\*V. Israel \_\_\_\_\_

K. Regan \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
N. Williams \_\_\_\_\_

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

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

1. Cancel the RFP, CON-M14-001, and reject all proposals received on August 12, 2014 in response to the RFP; and
2. Direct staff to return all proposal deposits to each proposer.

SUMMARY:

The Greek Theatre is located at 2700 North Vermont Avenue in Griffith Park and was officially dedicated in 1929. Since that time, it has provided entertainment and cultural events to the general public and residents of Los Angeles. In 2014, the Greek Theatre generated \$27,270,564 in gross receipts and paid \$1,977,312 in revenue-sharing payments to the City of Los Angeles (City) Department of Recreation and Parks (RAP).

Since May 21, 2002, the Greek Theatre Concession (Concession) has been operated by Nederlander-Greek, Inc. (Concessionaire) under Concession Agreement Number 245 (Agreement). This Agreement is set to expire on October 31, 2015 with no remaining extension options to renew (Board Report No. 12-227).

On May 21, 2014, the Board approved the release of the RFP (Board Report No. 14-120, as amended). On June 4, 2014, that RFP was released to the public. On August 12, 2014, RAP

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received two (2) proposals in response to the RFP. One proposal was from Nederlander-Greek, Inc. and AEG Live, LLC, a joint venture (Nederlander-AEG) and the other proposal was from Live Nation Worldwide, Inc., a wholly owned subsidiary of Live Nation Entertainment, Inc. (Live Nation).

The Board held three (3) public hearings to consider Board Report No. 14-258 (Report). After extensive public comment periods, the Board approved the Report, as amended.

The approved Report was transmitted to the City Clerk on October 31, 2014 and was assigned Council File No. 14-1500 (CF 14-1500). On January 26, 2015, the Arts, Parks, Health, Aging and River Committee (APHAR) held a public hearing to consider CF 14-1500. A motion to reject the Board action was introduced and approved by the committee. The APHAR recommendation for Council action was to not concur with the Board's action of October 23, 2014.

At the February 11, 2015 Council meeting, the Council considered the APHAR report to not concur with the October 23, 2014 Board action. The City Council voted to adopt the APHAR report with the amendment that the Board consider a new RFP for the Greek Theatre. This matter was returned to the Board and RAP for consideration of next steps for the Greek Theatre Concession.

### DISCUSSION:

Staff has reviewed the following options to proceed:

1. Negotiate with the selected proposer Live Nation; or
2. Cancel the RFP and either issue a new RFP after considering further community input or self-operate as an open venue.

Before RAP staff asks the Board to issue a new RFP, we are exploring the opportunity to self-operate the theater as an open venue. Self-operation might be a viable option while a new RFP is processed and completed. If a new RFP is not pursued, the City would commit to self-operate the theater as an open venue.

Self-operating the Greek Theatre as an "Open Venue" would enable RAP to maintain control of the programming calendar while providing open access to all promoters on a non-exclusive basis. The Red Rocks Amphitheatre (Red Rocks) in Denver, Colorado is an example of a highly successful "Open Venue" model. Red Rocks is a City of Denver owned and operated 10,000 seat outdoor venue and is nationally recognized as one of the leading open and profitable models. Red Rocks' concert season is similar to the Greek Theatre where concerts are held between mid-

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April through the end of October. Red Rocks has established the booking policy to confirm acts and artists on a first come first served basis and has a standard user agreement with promoters to facilitate confirming artists in a timely manner.

The open venue model eliminates the intermediary for-profit contractor that otherwise maintains the programming calendar and maintains the facility. Promoters would confirm artists with RAP and promoters would continue to produce the shows and bear all risk and expense of the show production, including payment to the talent, marketing the show to drive ticket sales and all aspects of production.

The open venue model also eliminates the intermediary contractor in providing food concessions and parking operations, which would, we estimate, increase revenue to RAP in these two (2) revenue categories. Increases in revenue to RAP enables RAP staff to maintain the Greek Theatre in the first-class, high-quality manner, which was the overall goal of the RFP.

RAP staff believes the open venue model is a viable option worth pursuing for short-term or long-term operation and will continue to research in more detail to develop a comprehensive plan, including a proposed Greek Theatre Booking Policy, standard User Agreement, Greek Theatre Venue Guide and staffing requirements, to be presented to the Board for consideration and approval.

### RECOMMENDATION:

The Los Angeles City Charter Section 371(c) and Section VIII.G of the Request for Proposals for the Operation and Maintenance of the Greek Theatre Concession released on June 4, 2014, state the following: “The City shall reserve the right to reject any and all bids or proposal and to waive any informality in the bid or proposal when to do so would be to the advantage of the City.”

RAP staff recommends it is to the advantage of the City to cancel the RFP No. CON-M14-001, reject all submitted proposals and return their proposal deposits. Staff advises that it is to the advantage of the City because a new RFP can take into consideration a number of factors including further community input, and self-operation as an open venue potentially benefits the City operationally and financially. Staff will return to the Board soon with detailed analysis and recommendations on the issuance of a new RFP and the pro-forma for self-operation as an open venue.

### FISCAL IMPACT STATEMENT:

Cancellation of the RFP has no impact to the Department’s General Fund.

This Report was prepared by Agnes Ko, Senior Management Analyst II, Partnership Branch, Concessions Unit.

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.

GENERAL MANAGER'S REPORTS:

<u>ORIGINALLY PLACED ON BOARD AGENDA</u>	<u>PLACED ON MATTERS PENDING</u>	<u>DEEMED WITHDRAWN</u>
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None

BIDS TO BE RECEIVED:

None

PROPOSALS TO BE RECEIVED:

None

QUALIFICATIONS TO BE RECEIVED:

03/10/15      Environmental Health and Safety Services