

APPROVED

REPORT OF GENERAL MANAGER

JUN 21 2006

NO. 06-182

DATE June 21, 2006

BOARD OF RECREATION and PARK COMMISSIONERS

C.D. 5

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: FAIRFAX SENIOR CITIZEN CENTER – HEATING, VENTILATING AND AIR CONDITIONING (HVAC) AND ROOFING (W.O. #E1904688) - MEMORANDUM OF UNDERSTANDING BETWEEN THE DEPARTMENT OF RECREATION AND PARKS, THE BUREAU OF ENGINEERING, AND THE DEPARTMENT OF GENERAL SERVICES, AND ALLOCATION OF QUIMBY FEES

J. Combs _____ J. Kolb _____
H. Fujita _____ F. Mok _____
*S. Huntley _____ K. Regan _____
B. Jensen _____ M. Shull *M. Shull*

[Signature]
General Manager

Approved *[Signature]*

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

- 1. Approve a Memorandum of Understanding (MOU), substantially in the form on file in the Board Office, between the Department of Recreation and Parks (RAP), the Bureau of Engineering (BOE), and the Department of General Services (GSD) for construction services at the Fairfax Senior Citizen Center - HVAC and Roofing (W.O. #E1904688), subject to the approval of the City Attorney as to form;
2. Approve the allocation of \$299,000 in Quimby Fees at Fairfax Senior Citizen Center account 302/89/460K-FX for the Fairfax Senior Citizen – HVAC and Roofing (W.O. #E1904688) project;
3. Authorize the Department’s Chief Accounting Employee, subject to Council approval, to request the City Administrative Officer to take the necessary action to transfer funds in the amount of \$343,218 for the Fairfax Senior Citizen – HVAC and Roofing (W.O. #E1904688) project, from the following fund and account numbers under the authority of this Board Report;

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<u>FUNDING SOURCE</u>	<u>FUND/DEPT./ ACCOUNT NO.</u>	<u>AWARD AMOUNT</u>	<u>APPROPRIATION AMOUNT</u>
CDBG	424/22/W444	\$ 159,050	\$ 98,864
Quimby	302/89/460K-FX	<u>\$ 299,000</u>	<u>\$ 244,354</u>
Total		\$ 458,050	\$ 343,218

Through GSD Account Y140, to the appropriate GSD accounts in Fund 100, Dept. 40, listed below:

TO:

ACCOUNT NO.

1014 – Construction Salaries	\$ 98,864
3180 – Construction Materials, Supplies, and Services	<u>\$ 244,354</u>
Total:	\$ 343,218

4. Direct the Board Secretary to transmit forthwith the MOU to the City Attorney for review and approval as to form; and,
5. Authorize the General Manager to execute the proposed MOU, upon approval as to form from the City Attorney.

SUMMARY:

The Fairfax Senior Citizen – HVAC and Roofing (W.O. #E1904688) project at 7929 Melrose Avenue, Los Angeles, CA 90046 involves the replacement of three (3) older model HVAC units with new more efficient units and will include the installation of new roof curbs, platforms and all necessary mechanical and electrical work. The existing roof, which had been found to be delaminating in various areas, will be replaced with a new built-up roofing system.

GSD has provided a “Class A” construction cost estimate in the amount of \$343,218 to complete the renovation work. This estimate includes the construction contingency, which is estimated at approximately \$31,202. Currently, there is \$ 458,050 available from the CDBG and Quimby funds towards constructions costs, as indicated below:

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<u>FUNDING SOURCE</u>	<u>FUND/ ACCOUNT NO.</u>	<u>AWARD AMOUNT</u>	<u>APPROPRIATION AMOUNT</u>
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Quimby	302/89/460K-FX	<u>\$ 299,000</u>	<u>\$ 244,354</u>
Total		\$ 458,050	\$ 343,218

Currently, there is \$299,000 in Quimby Fees at Fairfax Senior Citizen Center account 460K-FX to assist in funding the Fairfax Senior Citizen – HVAC and Roofing (W.O. #E1904688) project. These Quimby Fees were collected within a mile of the Fairfax Senior Citizen Center, which is the standard distance for the allocation of Quimby Fees for neighborhood parks.

Staff has determined that the subject project will consist of renovation of the existing senior citizen building for replacement of roofing and HVAC equipment. Therefore, the project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article III, Section 1, Class1(1) of the City CEQA Guidelines. A Notice of Exemption was filed with the Los Angeles City Clerk and the Los Angeles County Clerk on December 30, 2004.

Council District 5 and Metro Region staff support the recommendations as set forth in this report.

FISCAL IMPACT STATEMENT:

There is no immediate fiscal impact to the Department's operational and maintenance budget; however, future operations and maintenance costs will be included in future Departmental annual budget requests.

This report was prepared by Rey Aficial, Architect, Bureau of Engineering (BOE) Architectural Division. Reviewed by Neil L. Drucker, Program Managers, BOE, Recreational and Cultural Facilities Program; by Bradley Smith, Chief Deputy City Engineer, BOE.