

October 15, 2002

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVE THE CAPITAL PROJECT AND
ADOPTION OF YOUTH EMPLOYMENT PLAN
FOR DEVIL'S PUNCHBOWL NATURAL AREA – GENERAL IMPROVEMENTS
CP No. 86422
(FIFTH DISTRICT 3-VOTE MATTER)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICE THAT
YOUR BOARD:**

1. Find that the listed project is categorically exempt from the California Environmental Quality Act (CEQA).
2. Approve the total proposed capital improvements and project budget in the amount of \$250,000 for the Devil's Punchbowl Natural Area General Improvements Project.
3. Approve the attached Youth Employment Plan for the Devil's Punchbowl Natural Area General Improvements Project.

PURPOSE / JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions request that your Board find the project exempt from CEQA; approve the total proposed capital improvements and project budget; and adopt the Youth Employment Plan required by the Safe Neighborhood Parks Proposition of 1996. Approval of these actions will allow the Department to proceed with construction of the Devil's Punchbowl Natural Area General Improvements Project.

The existing hiking trail railing is in poor condition due to high use and exposure to the elements and needs to be replaced as a safety measure. The existing cesspool system does not function. Therefore, a new waste system is needed. The existing HVAC system located on the exterior of the museum building is not functioning and replacement is essential due to extreme seasonal weather conditions. A portion of the existing patio concrete slab located outside the classroom building is failing and needs to be replaced. The existing wall paneling inside the classroom building is incomplete and requires additional paneling. The classroom building does not have a back-up heating source, which is needed to provide an efficient heating source during the winter season. The new star gazing area will provide park patrons an additional recreational facility.

The Devil's Punchbowl General Improvements Project will be performed by the Internal Services Department (ISD) through a Job Order Contract, consisting of the following improvements:

- Replacement of approximately 2,500 lineal feet of existing trail railing
- Replacement of septic tank, sewer line, and leach field in the classroom building
- Replacement of heating, ventilation, and air conditioning unit in museum building and construction of a shelter above
- Replacement of portion of existing patio concrete slab (approximately 100 square feet) at classroom building
- Installation of wall paneling inside classroom building to match existing
- Installation of a back-up propane wall heater in classroom building

In addition the Department of Parks and Recreation, North Agency will employ at-risk-youth to perform the following:

- Clear, grub, and grade an area in preparation for the installation of approximately 275 square feet of concrete slab and four concrete benches for a star gazing area. This work will require 480 youth-hours of labor to complete. As a requirement for reimbursement from the Regional Park and Open Space District, the Board is required to adopt an At-Risk-Youth Plan (See Attachment B)

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The overall completion of this capital project enhances Fiscal Responsibility (goal number four of the County's Strategic Plan) by investing in the public infrastructure.

FISCAL IMPACT / FINANCING

Project Budget Impact

The total anticipated Job Order Contractor (JOC) construction cost is \$154,993, including the contract bid of \$140,000 plus change order contingency fund of \$14,993. The estimated cost of the labor, materials, and supervision of at-risk youth is \$32,509. The total project cost, including plans and specifications, construction, consultant services, employment of at-risk youth, and County services is estimated at \$250,000 (See Attachment A).

In April 2002, the Department submitted a proposed scope of work and requested ISD to prepare an estimated construction cost utilizing the JOC process. In June 2002, the Department received the JOC contractor's estimated construction cost for the proposed scope of work, which exceeded the project budget. The Department has subsequently prioritized and reduced the proposed scope of work to remain within the funding allocated for this project.

This project is funded by Section (3), Subsection (a), Paragraph (1), Subparagraph (N), of the Safe Neighborhood Parks Proposition of 1996 - \$250,000. Upon your Board's approval, on the October 1, 2002 agenda, of the Supplemental Resolution Budget Appropriation Adjustment, sufficient appropriation will be available in the Fiscal Year 2002-2003 Capital Projects Budget under C.P. No. 86422.

Operating Budget Impact

The project is limited to the repair and/or refurbishment of existing utilities and facilities. Accordingly, upon completion of the proposed improvements, the Department does not anticipate any start-up costs or any increase in operational requirements.

FACTS AND PROVISIONS / LEGAL REQUIREMENTS

The approval of the Youth Employment Plans prior to reimbursement of construction costs is required by the Regional Park and Open Space District Procedural Guide approved by your Board in 1997.

This letter has been reviewed and approved by County Counsel.

CONTRACTING PROCESS

The Department has requested ISD to utilize their Job Order Contract process. This process was approved by your Board on July 10, 2001 and allows capital improvements to be implemented through an approved contractor and pre-determined element cost. The Department selected this process due to the nature of the scope of work and cost effectiveness.

NEGATIVE DECLARATION / ENVIRONMENTAL IMPACT REPORT

This project is categorically exempt from the California Environmental Quality Act (CEQA) according to Sections 15301(a), (d), and 15302(c) of the Guidelines for the Implementation of the California Environmental Quality Act and Class 1(c), 1(d), and Class 2(a)(e) of the County Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.

IMPACT ON CURRENT SERVICES

A minor impact on park operations at the site will be incurred due to trenching for the septic tank and sewer line to the leach field. This work will obstruct a portion of an existing hiking trail. A temporary barricade will be provided for protection and the trail will be re-routed. Anticipated disruption is four working days.

The Honorable Board of Supervisors
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CONCLUSION

Please instruct the Executive Officer-Clerk of the Board to forward (4) four adopted copies of the Youth Employment Plan and this letter to the Department of Parks and Recreation for distribution and (1) one conformed copy to the Chief Administrative Office, Capital Projects Division.

Respectfully,

Tim Gallagher
Director

David E. Jansen
Chief Administrative Officer

Attachments (4)

c: Chief Administrative Officer
Executive Office(22)

**APPROVAL OF CAPITAL PROJECT AND
ADOPTION OF A YOUTH EMPLOYMENT PLAN
FOR GENERAL IMPROVEMENTS PROJECT
AT DEVIL'S PUNCHBOWL NATURAL AREA
CP No. 86422
(FIFTH DISTRICT, 3-VOTE MATTER)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition	N/A	N/A	N/A
2. Environmental Impact Report	N/A	N/A	N/A
3. Program	N/A	N/A	N/A
4. Schematic Design	N/A	N/A	N/A
5. Design Development	N/A	N/A	N/A
6. Construction Documents	N/A	N/A	N/A
7. Jurisdictional Approval	N/A	N/A	N/A
8. Construction Contract Award	N/A	N/A	N/A
9. Construction Start	10/02		
10. Beneficial Occupancy	12/02		
11. Final Acceptance	N/A		

II. PROJECT COST SUMMARY

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost	Expenditures & Encumbrances To Date
1. Land Acquisition	N/A	N/A	N/A	N/A
2. Plans & Specifications	\$30,010	\$0	\$30,010	\$30,010
3. Plan Review	\$1,244	\$0	\$1,244	\$1,244
4. Make-Ready Activities	N/A	N/A	N/A	N/A
5. Construction	\$140,000	\$0	\$140,000	\$0
6. Change Order Contingency	\$14,993	\$0	\$14,993	\$0
7. Equipment	N/A	N/A	N/A	N/A
8. Consultant Services	\$7,500	\$0	\$7,500	\$7,500
9. County Services	\$23,744	\$0	\$23,744	\$23,744
10. Other (at-risk youth)*	\$32,509	\$0	\$32,509	\$0
TOTAL	\$250,000	\$0	\$250,000	\$62,498

* Includes youth employment, supervision, and materials

ATTACHMENT B

**APPROVAL OF CAPITAL PROJECT AND
ADOPTION OF A YOUTH EMPLOYMENT PLAN
FOR THE GENERAL IMPROVMENTS PROJECT
AT DEVIL’S PUNCHBOWL NATURAL AREA
C.P. No. 86422
YOUTH EMPLOYMENT PLAN**

Background:

This project consists of the replacement of trail railing, the installation of a septic tank, sewer line and leach field, the replacement of an HVAC unit in the museum building, repair of a portion of patio concrete slab, installation of wall paneling and back up propane wall heater in classroom building. This work will be done as a Job Order Contract managed by Internal Services Department.

The installation of a concrete slab for the star gazing area shall be performed by the at-risk youth.

Tasks that may be performed by at-risk youth:

- 1) Clearing and grubbing (144 hours)
- 2) Minor Grading (144 hours)
- 3) Forming (80 hours)
- 4) Concrete Finishing (32 hours)
- 5) Concrete Bench Installation (80 hours)

Estimated Cost of Youth Employment:

Total estimated hours of youth employment:	480
Cost per hour:	\$9.50
Total estimated cost of at-risk youth employment	<u>\$4,560</u>

Method of Youth Employment:

The employment of at-risk youth will be coordinated by the Department of Parks and Recreation through the Department of Community and Senior Services and the Department of Children and Family Services. In addition, the youth will be supervised by a crew instructor employed by the Parks and Recreation North County Community Services Agency.

ATTACHMENT B (CONT.)

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of at-risk youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). The Department is actively pursuing employment opportunities for at-risk youth on all projects. The Countywide YEMO goal and the Department's accomplishments to date are as follows:

	<u>YEMO County's Goal</u>	<u>Accomplished By DPR</u>	<u>Remaining County Obligation</u>
Project Support	\$5,246,583	\$534,073	\$4,712,510
Maintenance	\$5,246,583	\$204,078	\$5,042,505
Other new Youth Employment (various parks and other County programs)	<u>\$5,246,584</u>	<u>\$133,244</u>	<u>\$5,113,340</u>
	\$15,739,750	\$871,395	\$14,868,355

Updated 09/04/2002