

0150-12390-0000

T R A N S M I T T A L

TO The Board of Recreation and Park Commissioners The City Attorney	DATE	COUNCIL FILE NO.
FROM The Mayor	COUNCIL DISTRICT 14	

**Agreement between the City of Los Angeles and the Los Angeles Conservation Corps, Inc.
for the Operation and Maintenance of the East Los Angeles Conservation Corps Site**

Transmitted for your consideration. See the
City Administrative Officer report attached.

MAYOR

MWS:AC:08240002c

Report From

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Analysis of Proposed Contract

(\$25,000 or Greater and Longer than Three Months)

To: The Mayor	Date: 08-29-23	C.D. No. 14	CAO File No.: 0150-12390-0000
Contracting Department/Bureau: Recreation and Parks		Contact: Joel Alvarez and Priya Macwan	
Reference: Letter to the Mayor from the Board of Recreation and Park Commissioners dated May 19, 2023.			
Purpose of Contract: Operation and maintenance of the Department of Recreation and Parks property referred to as the East Los Angeles Conservation Corps Site.			
Type of Contract: (X) New contract () Amendment, Contract No. [C-XXXXXX]		Contract Term Dates: Ten years from execution.	
Contract/Amendment Amount: \$0			
Proposed amount \$ 0+ Prior award(s) \$ 0 = Total \$ 0			
Source of funds: Not applicable.			
Name of Contractor: Los Angeles Conservation Corps c/o Wendy Butts, CEO P.O. Box 861658, Los Angeles, CA 90086			
	Yes	No	N/A
1. Council has approved the purpose	X		
2. Appropriated funds are available			X
3. Charter Section 1022 findings completed			X
4. Proposals have been requested			X
5. Risk Management review completed	X		
6. Standard Provisions for City Contracts included	X		
7. Workforce that resides in the City: %			
8. Business Inclusion Program			X
9. Equal Benefits & First Source Hiring Ordinances	X		
10. Contractor Responsibility Ordinance			X
11. Disclosure Ordinances	X		
12. Bidder Certification CEC Form 50			X
13. Prohibited Contributors (Bidders) CEC Form 55			X
14. California Iran Contracting Act of 2010			X

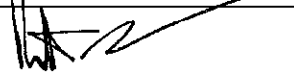
RECOMMENDATION

That the Mayor approve and authorize the President and Secretary of the Board of Recreation and Park Commissioners to execute the proposed agreement between the City of Los Angeles and the Los Angeles Conservation Corps, Inc. for the continued operation and maintenance of the East Los Angeles Conservation Corps Site for a term of ten (10) years, subject to the approval of the City Attorney as to form.

SUMMARY

At its meeting of May 18, 2023, the Board of Recreation and Park Commissioners (Board) approved a proposed agreement between the City of Los Angeles (City) and Los Angeles Conservation Corps, Inc. (Contractor) for the Contractor to continue program operations at the East Los Angeles Conservation Corps Site (Property), located in Council District 14 at 1020 South Fickett Street, Los Angeles, CA 90023. The term of the Agreement is ten (10) years from the date of execution. A copy of the Agreement is included in the Board's transmittal, attached to this report.

The Contractor is an environmentally focused youth development non-profit organization that offers paid work experience on community projects and vocational education programs to encourage social development and build resilience for youth and young adults and the communities they serve. The City,

 Andy Chen		City Administrative Officer
AC	Analyst	08240002c

through the Board, owns the Property, and since 2012, the City has entered into agreements with the Contractor for the Contractor to maintain and operate the Property as a community garden and urban farm space.

Under the terms of the Agreement, the Contractor will continue its use of the Property, which will assist the Contractor in fulfilling its mission of providing City youth with work experience that enables their social development, while benefitting the community. The Department of Recreation and Parks (RAP) will conduct annual performance reviews to determine the feasibility and benefit of continuing the Agreement. The Contractor is responsible for the cost of operations, maintenance, utility services, solid waste disposal, and annual Cost Recovery Reimbursement Fee (CRRF) payable to RAP, totaling \$1,704. The CRRF reimburses RAP for costs related to the Contractor's use of the Property, and excludes utility costs as these are paid by the Contractor directly to the applicable utility or service providers. The CRRF is based on the size of space used, the volume of public participation, and the frequency of use. A change in the CRRF would require an increase across all categories covered by the CRRF, but the Board has not implemented any such change.

In accordance with Los Angeles Administrative Code 10.5(b)(2), Council approval of the proposed Agreement is not required because although the term exceeds three years, the estimated annual payments to the City does not exceed \$182,536. To the best of our knowledge, the Contractor has complied with all standard provisions for City contracts, as well as City contracting requirements.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The Contractor shall continue paying the annual CRRF of \$1,704, which includes the reimbursement for RAP administrative support costs. The total amount for the ten-year term is estimated at \$17,040. Utility fees for water, gas, and electricity for services provided at the park facilities operated by the Contractor shall be paid by the Contractor directly to the applicable utility service providers.

FINANCIAL POLICIES STATEMENT

The recommendation in this report complies with the City Financial Policies in that user charges and fees are set to support the full cost of operations for which the fees are charged.

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Attachment

BOARD OF COMMISSIONERS

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(213) 202-2633

May 19, 2023

Honorable Karen Bass, Mayor
City of Los Angeles
Room 303, City Hall

Attention: Ms. Heleen Ramirez

Dear Mayor Bass:

In accordance with Executive Directive No. 3, attached herewith is a proposed 10) year Agreement between the Department of Recreation and Parks (RAP) and the Los Angeles Conservation Corps, Inc. (Organization) for the operation and maintenance of the RAP property referred to as the East Los Angeles Conservation Corps Site (Property), for the continued operation of programming and operations at the Property, which includes providing at-risk young adults and school-aged youth with skills training and associated activities (Program) as described by Exhibit B of the proposed Agreement.

Also attached is Board Report No. 23-104, which was adopted by the Board of Recreation and Park Commissioners at its Regular Meeting held on May 18, 2023. After your review and recommendation, the proposed Agreement will be submitted to the Board for final action.

If you have any questions with regard to the proposed Agreement, please contact Joel Alvarez, Senior Management Analyst II, Partnership Section, at (213) 202-5600 or Priya Macwan, Management Analyst, Sustainability and Partnership Sections, at (310) 202-5661.

Very truly yours,

BOARD OF RECREATION AND
PARK COMMISSIONERS

TAKISHA SARDIN
Commission Executive Assistant II

Attachments: Report No. 23-104

cc: Joel Alvarez, Senior Management Analyst II, Partnership Section
Priya Macwan, Management Analyst, Sustainability and Partnership Sections

