

A G E N D A

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

JUNE 16, 2010
(WEDNESDAY)

CENTRAL LIBRARY
BOARD ROOM, 4th FLOOR
630 W. 5TH STREET
LOS ANGELES, CA 90071

TIME: 11:00 A.M.

In compliance with Government Code Section 54957.5, you may view the agenda and all available documents related to the items at the Information Desk in the Central Library or via the Internet at: http://www.lapl.org/about/blc_docs.html.

1. ROLL CALL
2. MINUTES FOR APPROVAL: 5/27/2010
3. PUBLIC COMMENTS ON MATTERS
WITHIN THE BOARD'S JURISDICTION

(In accordance with Board Policy, a total of 15 minutes shall be allocated for public comment not to exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be referred by the President to the staff or Board Committee for appropriate action or report back thereon to the Board.)

4. CITY LIBRARIAN'S REPORTS

CONSENT CALENDAR

(Commissioners who wish to discuss particular items should ask that such items be called as Special. The remaining items will be subject to a single vote.)

- a. RECOMMENDED APPROVAL OF SUPPLEMENTAL (EXHIBIT "A")
AGREEMENT TO CONTRACT NO. 742 WITH C.A. GAMBLE
& ASSOCIATES FOR PROJECT MANAGEMENT CONSULTANT
SERVICES FOR THE INSTALLATION OF A NEW FIRE/LIFE/SAFETY
SYSTEM AT THE CENTRAL LIBRARY

BOARD DISCUSSION

- b. RECOMMENDED ADOPTION OF THE LIBRARY DEPARTMENT (EXHIBIT "B")
BUDGET FOR FISCAL YEAR 2010-11 TOTALING \$131,732,200

5. VARIOUS COMMUNICATIONS FOR APPROVAL: NONE
6. COMMISSIONERS' COMMENTS, ANNOUNCEMENTS AND REVIEW OF MATTERS PENDING
7. ADJOURNMENT

FINALIZATION OF BOARD ACTIONS - CHARTER SECTION 245

In accordance with Charter Section 245, actions of the Board of Library Commissioners shall become final at the expiration of the next five (5) meeting days of the City Council during which the Council has convened in regular session.

As a covered entity under Title II of the American with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities.

PARKING: Reduced parking rate validation can be obtained by showing your library card at the Information Desk, and is only valid for parking on the Westlawn Garage at 524 S. Flower Street. Cash payments can only be made at the P-1 level of the parking garage before returning to your car. The Westlawn Garage is not owned or operated by the Library Department. **Validated Parking Rates:** \$1.00 for 1st hour, \$4.00 for 2nd hour (or portion thereof). Visit our website at www.lapl.org for additional information.

BOARD MEETING NOTICE

THE NEXT BOARD MEETING IS SCHEDULED FOR **THURSDAY, JULY 15**, AT THE CENTRAL LIBRARY, 630 WEST FIFTH STREET, LOS ANGELES, CA 90071, CONVENING AT **11:00 A.M.**

POSTED – JUNE 11, 2010


FOR INFORMATION CONTACT: LIBRARY COMMISSION OFFICE (213) 228-7530

LIBRARY DEPARTMENT

BOARD REPORT

June 16, 2010

TO: Board of Library Commissioners

FROM: Martín Gómez, City Librarian 

SUBJECT: **RECOMMENDED APPROVAL OF THE SUPPLEMENTAL AGREEMENT TO CONTRACT NO. 742 WITH C.A. GAMBLE & ASSOCIATES FOR PROJECT MANAGEMENT CONSULTANT SERVICES FOR THE INSTALLATION OF A NEW FIRE/LIFE/SAFETY SYSTEM AT CENTRAL LIBRARY**

RECOMMENDATIONS:

THAT The Board of Library Commissioners adopt the following resolutions:

RESOLVED, That the Board of Library Commissioners (BOLC) determines that C.A. Gamble & Associates, continues to provide project management consulting services to complete the installation of the new fire/life/safety system at the Central Library; and

FURTHER RESOLVED, That the BOLC approves the Supplemental Agreement to Contract No. 742 with C.A Gamble & Associates, to extend the term of the contract to May 11, 2011, pursuant to the provisions of City of Los Angeles Administrative Code Section 10.5 (b) 2; and

FURTHER RESOLVED, That the BOLC find that an independent contractor can perform the work set forth in this Agreement more feasibly than City staff; and

FURTHER RESOLVED, That the City Librarian and the City Attorney be authorized to make any necessary technical changes to the Supplemental Agreement to Contract No. 742 prior to execution; and

FURTHER RESOLVED, That the President of the Board of Library Commissioners be authorized to execute the Supplemental Agreement to Contract No. 742.

FINDINGS:

1. On May 11, 2006, the Board of Library Commissioners approved the issuance of a Request for Proposal for a services of a project management consultant for the installation of a new fire/life/safety system at Central Library

2. On December 14, 2006 the Board of Library Commissioners approved the contract between the City of Los Angeles, Library Department and C.A. Gamble & Associates for the period May 10, 2007 through May 11, 2010.
3. The Library requires the Contractor's services until the Los Angeles Fire Department approves and signs-off on the new fire/life/safety system.
4. The term of this Supplemental Agreement is for one year.
5. Sufficient funds are available to provide consultant services from the Library's Contractual Services Account.

Prepared by: Eloisa Sarao, Assistant Business Manager

Reviewed by: Kyle Millager, Business Manager

SUPPLEMENTAL AGREEMENT NO. 1 TO CONTRACT NO. 742

BETWEEN

THE CITY OF LOS ANGELES AND C.A. GAMBLE & ASSOCIATES.

**FOR PROJECT MANAGEMENT CONSULTING SERVICES FOR THE INSTALLATION
OF A NEW FIRE/LIFE/SAFETY SYSTEM AT THE CENTRAL LIBRARY**

THIS SUPPLEMENTAL AGREEMENT to Contract Number 742 is made and entered into by and between the City of Los Angeles, a municipal corporation, acting by and through its Board of Library Commissioners, (hereinafter referred to as Library) and C.A. Gamble & Associates (hereinafter referred to as Contractor).

WITNESSETH

WHEREAS, the Library and the Contractor have entered into an Agreement to provide project management consulting services for the installation of the new fire/life/safety system at the Central Library, said Agreement, effective May 11, 2007, which together with all amendments and the supplemental agreement thereto, shall hereinafter be referred to as the Agreement; and

WHEREAS, the Library continues to require the Contractor past its current expiration date to provide services until the Los Angeles Fire Department approves and signs- off on the project; and

WHEREAS, Contract No. 742 expired on May 10, 2010; and

WHEREAS, the Library desires to extend Contract No. 742 for a period of one year through May 10, 2011 to allow for the completion of the installation of the new fire/life/safety system at the Central Library; and

WHEREAS, funds are available to provide Contractor services from Library's Contractual Services Account; and

NOW THEREFORE, the Library and the Contractor agree, for good and valuable consideration that the Agreement be extended effective May 11, 2010, as follows:

1. Term of Agreement

The term of this Agreement is for one year and shall commence on May 11, 2010 and will end May 10, 2011, subject to the termination provisions herein.

The City's obligation to make payment to this contract shall be limited to the current appropriation for this contract. If the City appropriates additional funds for this contract, the City payment obligation shall be expanded to the extent of such

appropriations, subject to the terms and conditions of the contract. Notwithstanding any other provision of this Agreement, or any exhibits or attachments incorporated herein, and in order for the City to comply with its governing legal requirements, the City shall not have any obligation to make payments to the Contractor, unless the City shall have first made an appropriation of funds equal to or in excess of its obligation to make any payments as provided in this Agreement. Contractor agrees that any services provided by Contractor, or purchases made by Contractor, or expenses incurred by Contractor, in excess of such appropriations shall be free and without charge to the City, and the City shall not have any obligation to pay for said services, purchases or expenses.

2. Ratification Clause

Due to the need for Contractor's services to be provided continuously on an ongoing basis, Contractor may have provided services prior to the execution of this Contract. To the extent that said services were performed in accordance with the terms and conditions of this Contract, those services are hereby ratified.

Except where expressly modified by this amendment, the terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

BOARD OF LIBRARY COMMISSIONERS

C.A. GAMBLE & ASSOCIATES

By _____
TYREE WIEDER
President

By: _____
Carol A. Gamble
President

Date _____

Date _____

APPROVED AS TO FORM:

ATTEST:

CARMEN TRUTANICH, City Attorney

By _____
Basia Jankowski
Deputy City Attorney


By _____
Raquel Borden
Executive Assistant

Date _____

Date _____

LIBRARY DEPARTMENT
BOARD REPORT

June 16, 2010

TO: Board of Library Commissioners
FROM: Martín Gómez, City Librarian 
SUBJECT: **ADOPTION OF FISCAL YEAR 2010-11 BUDGET**

RECOMMENDATION:

THAT the Board of Library Commissioners adopts the following resolution:

RESOLVED, That the total Library Department Budget for FY 2010-11 in the amount of \$131,732,200, as approved by the Mayor and City Council, is hereby adopted.

FINDINGS:

1. The total Library Department Budget for FY 2010-11 as proposed by the Mayor is \$131,732,200, an increase of \$293,125 (.36%) from the current fiscal year. The total budget includes \$58,231,363 in operating costs and \$48,924,149 in related costs. Funding in the amount of \$22 million has also been included in the Library's budget to reimburse the General Fund for utilities and employees benefits. This is an increase to the General Fund reimbursement line of nearly \$11 million over the current fiscal year. Also included in the Library's budget is \$1.9 million for the first of two installment payments for employees retiring under the Early Retirement Incentive Program (ERIP).
2. The adopted budget includes a reduction to the Library's position count of 328 full-time equivalent (FTE) positions; a net reduction to the Library's salary account of \$8.7 million.
3. The impact of a reduction of this size required the library to reduce service hours from 6 days a week to 5 days a week at all 73 libraries citywide. An action was taken by the Board of Library Commissioners on June 10, 2010, to reduce service hours accordingly effective July 6, 2010.
4. While most employees in other city departments are required to take up to 26 furlough days next fiscal year, the adopted budget exempts the Library Department from this requirement.
5. The Library materials budget has been maintained at the current year level of \$6,823,265.

Prepared by: Kyle Millager, Business Manager

LIBRARY DEPARTMENT

This Department operates and maintains a Central Library which is organized into subject departments and specialized service units, eight regional branches providing reference and circulating service in their respective regions of the City, and 64 branches providing neighborhood service; and controls its own funds.

Receipts 2008-09	Adopted Budget 2009-10	Estimated Receipts 2009-10			Budget Appropriation 2010-11
REVENUE					
APPROPRIATIONS					
\$ 69,773,143	\$ 75,463,926	\$ 75,463,000	Mayor-Council Appropriation.....		\$ 75,902,051
\$ 69,773,143	\$ 75,463,926	\$ 75,463,000	Total Appropriations.....		\$ 75,902,051
OTHER REVENUE					
\$ 3,132,211	\$ 3,550,000	\$ 2,776,000	Fines and Fees.....		\$ 3,150,000
395,271	285,000	285,000	Other Departmental Revenue.....		--
799,208	512,000	512,000	Other Receipts.....		400,000
1,532,000	1,378,000	1,378,000	State Public Library Foundation.....		1,300,000
--	256,000	256,000	Unspent Prior Year Funds from UUFB.....		2,056,000
1,698,025	1,070,000	1,070,000	Sales Proceeds.....		--
\$ 7,556,715	\$ 7,051,000	\$ 6,277,000	Total Other Revenue.....		\$ 6,906,000
\$ 77,329,858	\$ 82,514,926	\$ 81,740,000	Total Revenue.....		\$ 82,808,051
EXPENDITURES					
SALARIES					
\$ 60,131,297	\$ 56,766,884	\$ 54,767,000	General.....		\$ 47,979,369
276,039	1,058,708	1,059,000	As Needed.....		558,708
24,881	35,423	35,000	Overtime.....		35,423
\$ 60,432,217	\$ 57,861,015	\$ 55,861,000	Total Salaries.....		\$ 48,573,500
EXPENSE					
\$ 202,531	\$ 30,462	\$ 30,000	Office Equipment		\$ 30,462
30,651	79,650	80,000	Printing and Binding.....		79,650
5,436,034	17,080,317	17,080,000	Contractual Services.....		2,678,400
99,900	77,463	77,000	Transportation		77,463
24,958	77,796	77,000	Library Book Repairs.....		77,796
172	--	--	Uniforms.....		--
338,182	327,504	328,000	Office and Administrative		327,504
126,464	157,454	157,000	Operating Supplies.....		157,454
\$ 6,258,892	\$ 17,830,646	\$ 17,829,000	Total Expense.....		\$ 3,428,729
EQUIPMENT					
\$ 12,543	\$ --	\$ --	Furniture, Office and Technical Equipment.....		\$ --
\$ 12,543	\$ --	\$ --	Total Equipment.....		\$ --
SPECIAL					
\$ 9,679,101	\$ 6,823,265	\$ 6,823,000	Library Materials.....		\$ 6,823,265
--	--	--	Various Special.....		23,982,557
\$ 9,679,101	\$ 6,823,265	6,823,000	Total Special.....		\$ 30,805,822
\$ 76,382,753	\$ 82,514,926	\$ 80,513,000	Subtotal Library.....		\$ 82,808,051
	52,115,617		Related Costs.....		48,924,149
	<u>\$ 134,630,543</u>		Total Library.....		<u>\$ 131,732,200</u>

**MATTERS PENDING
BOARD OF LIBRARY COMMISSIONERS
JUNE 16, 2010**

<u>SUBJECT</u>	<u>DISPOSITION</u>
1. DISCUSSION ON BOOK BUDGET REVENUE GENERATING IDEAS (MENDOZA-4/29/09/LABONGE-9/10/09)	TO BE SCHEDULED
2. REQUESTED REPORT RE: SYSTEM FOR BUYING BOOKS, INCLUDING ACQUISITION PROCESS (CHICK-4/29/09)	SCHEDULED FOR MAY 27, 2010
3. REPORT REQUESTED ON FY 2010-12 LIBRARY SERVICES PRIORITIES AND STRATEGIC PLANNING RE: IMPLEMENTATION AND STIMULUS GRANT DISTRIBUTION (WIEDER-1/14/10)	TO BE SCHEDULED
4. REQUESTED ORAL REPORT ON HOW THE PUBLIC IS INFORMED OF THE FRIENDS GROUPS AND LIBRARY FOUNDATION ACTIVITES AND PROGRAMS (WIEDER/MENDOZA-1/28/10)	TO BE SCHEDULED
5. REQUESTED INFO ON HOW OFTEN BOOK DROPOFF BINS ARE EMPTIED AND IF THERE IS A PROCEDURE OF POLICY IN PLACE (CHICK-2/11/10)	TO BE SCHEDULED
6. REPORT RE: ALOUD PROGRAM (CHICK-5/27/10)	SCHEDULED FOR JULY 2010

COMMISSIONERS' OVERSIGHT RESPONSIBILITY

LIBRARY FOUNDATION OF LOS ANGELES	PRESIDENT TYREE WIEDER COMMISSIONER ROBERT A. CHICK
BOARD POLICIES	COMMISSIONER ROBERT A. CHICK