



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

*"To Enrich Lives Through Effective And Caring Service"*

Board of Supervisors  
HILDA L. SOLIS  
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Second District

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Fifth District

August 09, 2016

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

Dear Supervisors:

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

13 August 9, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

**PROPOSED RANCHO LOS AMIGOS SOUTH CAMPUS PROJECT  
ESTABLISH CAPITAL PROJECT  
APPROVE AN APPROPRIATION ADJUSTMENT  
AWARD CONSULTANT AGREEMENT;  
SPECS. 7405; CAPITAL PROJECT NO. 69765  
(SUPERVISORIAL DISTRICT 4)  
(3-VOTES)**

### SUBJECT

This is a joint recommendation with the Department of Public Works. Approval of the recommended actions will establish the proposed Rancho Los Amigos South Campus Project; approve an appropriation adjustment; authorize the Department of Public Works to execute an agreement with M. Arthur Gensler Jr. and Associates, Inc., to provide architectural/engineering scoping documents and design-build support services; and authorize the Director of Public Works, or her designee, to proceed with preparation of design-build scoping documents.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the authorization of preliminary survey and feasibility testing activities at the Rancho Los Amigos South Campus site are exempt from the California Environmental Quality Act under Sections 15304, 15306, and 15262 of the State CEQA Guidelines, and that the remaining recommended activities do not constitute a project under Section 15378(b)(4) and (5) and 15061(b)(3) of the State CEQA Guidelines, for the reasons stated in this letter and in the record of the proposed activities.
2. Establish the proposed Rancho Los Amigos South Campus Project, Capital Project No. 69765, and approve an appropriation adjustment transferring \$17,000,000 from Provisional Financing Uses to Capital Project No. 69765.

3. Authorize the Director of Public Works, or her designee, to proceed with the preparation of an Environmental Impact Report, site investigations, and predevelopment activities for the proposed Rancho Los Amigos South Campus Project utilizing Board-approved as-needed consultants in the total amount of \$5,250,000.

4. Authorize the Director of Public Works, or her designee, to proceed with the preparation of design-build scoping documents and execute an Agreement with the Executive Campus Planner, M. Arthur Gensler Jr. and Associates, Inc., to provide architectural/engineering scoping documents and related services for the proposed Rancho Los Amigos South Campus Project in the amount of \$4,000,000 not-to-exceed fee, and establish the effective date following Board approval.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find that the recommended survey and hazardous materials testing and other site investigation activities are categorically and statutorily exempt from the California Environmental Quality Act (CEQA) and that the other recommended actions do not constitute a project under CEQA; establish the proposed Rancho Los Amigos South Campus (RLASC) Project; approve an appropriation adjustment; authorize the execution of an agreement with the Executive Campus Planner, M. Arthur Gensler Jr. and Associates, Inc. (Gensler) to provide the architectural/engineering scoping documents and design-build support services for the proposed RLASC Project; authorize the Director of Public Works, or her designee, to proceed with the preparation of design-build scoping documents; preparation of an EIR and conduct hazardous materials testing, survey and site investigations.

It is anticipated that the proposed RLASC Project would be delivered utilizing a design-build delivery methodology. Department of Public Works (Public Works) will return to the Board to recommend: certification of the Environmental Impact Report (EIR), approval of the proposed RLASC Project and total budget, and to recommend approval to award a design-build and other consultant agreements. The information derived from the proposed site investigation efforts for feasibility and planning will provide the design-builder with sufficient information to better understand existing site conditions.

### **Background**

On November 18, 2014, the Board approved a motion by Supervisor Knabe, directing the preparation of a feasibility analysis and preliminary space plan for the properties at 9150 Imperial Highway in Downey, 1100 North Eastern Avenue in Los Angeles, and the RLASC in Downey, including cost information and any options that are cost-effective and consistent with the Facility Location Policy. The facilities located at 9150 Imperial Highway in Downey were built in the 1950s and are in poor condition. Due to the age and deterioration of the buildings, the Chief Executive Office (CEO) was directed to prepare a feasibility study to relocate the offices at this location and consider other cost-effective options for consolidation/relocation. Specifically, the report was to include the following:

- a) Feasibility of consolidating administrative offices of the Internal Services Department (ISD), including the relocation of the Office of Education, located in the adjacent property at 9300 Imperial Highway to the RLASC;
- b) Feasibility of relocating Probation Headquarters to 1100 North Eastern Avenue, Los Angeles;

c) Other cost-effective options for relocating County Departments currently in leased facilities to the RLASC; and

d) A RLASC Space Plan consistent with the City of Downey's (City) Specific Plan and the planned transit-oriented development around the future transit station.

Public Works contracted with Gensler to perform the feasibility analysis and space plan, and provide a cost-benefit analysis in response to this Board motion. The results of the analysis are as follows:

- The ISD administrative offices located at 9150 Imperial Highway and 1100 North Eastern Avenue can be consolidated and relocated to RLASC into a proposed new ISD building of approximately 315,000 square feet. Included in the consolidation are two administrative functions located in leased facilities at 1000 South Fremont, Alhambra and 12750 Center Court Drive, Cerritos. The feasibility study also proposes to provide a shared parking structure for County use to accommodate the required staff parking needs. The vacated existing ISD Headquarters building located at 1100 North Eastern Avenue would then be used to consolidate Sheriff's Department (Sheriff) administrative functions that are currently located in leased spaces at 12440 East Imperial Highway, Norwalk. Any required tenant improvements associated with this move will be addressed by the Sheriff independently of this Project.
- Los Angeles County Office of Education has invested in significant tenant improvements in recent years at their current properties, and has indicated that it is not interested in relocating to the RLASC at this time.
- Probation Headquarters, currently located at 9150 East Imperial Highway, cannot feasibly be accommodated at the current ISD Headquarters building located at 1100 North Eastern Avenue. The program required for the Probation Department (Probation) is nearly double the square footage available in the existing ISD building. Therefore, an alternate location at RLASC is proposed for a new Probation Headquarters building of approximately 168,000 square feet. The proposed relocation also includes an office currently in leased space located at 9525 Imperial Highway, Downey. A shared parking structure for County use is proposed to accommodate the required staff parking needs.
- The City's Specific Plan does not provide detailed zoning for the RLASC. Discussions are underway with the City regarding the development of a revised Specific Plan to ensure conformity with the RLASC Campus Plan. Included in the revised Specific Plan will be zoning for a planned future transit station adjacent to the RLASC which would allow the site to comply with the County Facility Location Policy. The CEO and Public Works are working with the City of Downey and the Los Angeles County Metropolitan Transportation Authority regarding the potential location of the transit station.

Additional needs were identified during the feasibility study that are relevant to the proposed RLASC Project. These proposed items are in addition to the original Board motion.

- After ISD and Probation vacate the existing County-owned facility located at 9150 East Imperial Highway, this facility would be sold and the proceeds from the sale would assist in offsetting the capital costs of the proposed RLASC Project. The City has expressed interest in potentially developing this property according to their City specific plan.
- The Sheriff submitted a Space Request Evaluation (SRE) for a consolidated crime laboratory building of approximately 53,000 square feet due to inadequacies and insufficient infrastructure in

their current facilities located at 7717 Golondrinas Street, Downey, 11707 S. Alameda Street, Lynwood, and 1427 West Covina Boulevard, West Covina. The SRE's for the proposed consolidation of three crime laboratory facilities were reviewed and approved by the CEO in August 2015, and available space was identified at RLASC to house the proposed program. A surface parking lot to accommodate the required staff parking needs for this facility is also proposed.

- The space vacated at the current crime laboratory at Lynwood would be returned to Century Station, and the space at the West Covina crime laboratory would be returned to Superior Court as these locations were assigned spaces to the Scientific Services Bureau of the Sheriff. The space of the crime laboratory at Downey would be available for expansion of the adjacent Public Health's Laboratory functions. The Department of Public Health (Public Health) has identified the need for additional space at the existing Public Health Laboratory. Modular trailers are being utilized at the site and the facility lacks certain amenities that are needed for effective long-term operation. In addition, in May 2015 the Board approved a motion by Supervisor Antonovich to report back on the cost and feasibility of establishing one location for consolidated laboratory services, including the veterinary public health, environmental health, and the environmental toxicology laboratory (ETL), which was transferred from the Agricultural Commissioner/Weights and Measures (AC/WM). Public Health is working with Public Works to complete this assessment. Any required tenant improvements to the existing facility associated with this proposed move would be addressed by Public Health independent of this RLASC Project.
- During meetings with the City to review the RLASC proposed Project, the City expressed a desire for the County to include a much needed soccer center for the community as part of the planning and design process for the RLASC. The proposed soccer center would provide multiple soccer fields with night time lighting, restrooms, a concession stand, equipment storage room, and a surface parking lot for community use. The City offered to operate and maintain the proposed soccer center at their expense. Revenues generated from the concession stand would be used by the City to offset their operating and maintenance expenses. A Memorandum of Understanding would need to be executed with the City to provide the ongoing maintenance and operations of the proposed soccer center. We will return to the Board to seek authorization to enter into this agreement in a subsequent Board action along with appropriate environmental documentation and findings.
- The proposed RLASC Project under consideration would also include the demolition of existing abandoned buildings and utility tunnels on site, site grading, construction of access roads, common infrastructure and utilities, landscaped and hardscaped areas, and site furnishings and signage.

CEO and Public Works will validate all of the above feasibility and space planning information as part of a programming and program validation phase prior to proceeding with scoping documents. If, at the end of the programming and program validation phase, it is determined that additional square footage or project components are needed for any of the included tenant departments, we will return to the Board to adjust the proposed RLASC Project scope.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness/Fiscal Sustainability (Goal 1); Community Support and Responsiveness (Goal 2); and Integrated Services Delivery (Goal 3). In this case, the County is supporting these goals by planning to replace County facilities that have exceeded their useful lives and can no longer be supported or maintained. The new replacement facilities will enhance operational efficiency in or near the community services.

### **FISCAL IMPACT/FINANCING**

The total estimated budget for the pre-design activities is \$9,250,000, which includes Gensler's agreement to provide programming validation and prepare the architectural/engineering scoping documents in the amount of \$4,000,000, preparation of an EIR in the amount of approximately \$1,000,000, proposed topographic survey and hazardous material testing and other site investigations described herein in the amount of \$1,500,000, and County project management and project controls services in the amount of \$2,750,000. The negotiated fee for the Gensler agreement has been reviewed by Public Works and is considered reasonable for the scope of work.

It is currently estimated that the total Project cost for the proposed ISD Headquarters buildings, Probation Headquarters building, Sheriff Crime Laboratory Building, soccer center, and associated common infrastructure and utilities would be approximately \$468.2 million (see Attachment A). Funds from Supervisorial District 4 in the amount of \$49.2 million have been provided to offset a portion of the proposed RLASC Project cost should the Board decide to approve the RLASC Project. Fourth District net County cost in the amount of \$32.2 million is available in the Capital Projects/Refurbishments Budget, Capital Project No. 69765. Approval of the attached appropriation adjustment (Attachment B) will authorize the transfer of \$17 million from the Provisional Financing Uses to Capital Project No. 69765 for a total of \$49.2 million.

We recommend sale of 9150 East Imperial Highway, Downey and use the proceeds to offset costs for the proposed RLASC Project. CEO Real Estate Division estimates the value of this real estate to range between \$12 to \$15 million. We anticipate the remainder of costs (estimated at \$419 million) for the proposed RLASC Project would be long-term financed and amortized over the life of newly constructed facilities. The RLASC Project costs to be financed would be funded initially with commercial paper proceeds, following the expenditure of the available net County cost appropriated to the RLASC Project, and ultimately redeemed through the issuance of long-term bonds. Assuming approval of the proposed RLASC Project, the use of commercial paper is anticipated to begin following completion of predevelopment in Fiscal Year 2017-18, at which point interest and program costs would begin to accrue. The CEO will coordinate with Treasurer and Tax Collector on the timing and structure of the long term financing prior to requesting authorization from the Board. However, for reference, a long-term financing of \$419 million in project costs would result in an annual debt service payment in the range of \$30.2 million. Approximately \$2.6 million would be available to offset debt service costs from lease cancellation with the remainder (approximately \$27.6 million) representing the annual net County cost impact to the County. Based on the proposed Project schedule, we anticipate the first year of debt service would become due in Fiscal 2021-22, following completion of the new facilities. Our April 14, 2016 "Debt Service Levels and Impact on County Budget" Board memorandum included this project as a potentially debt financed project, which would be considered by the Board and anticipated the net County cost impact to fund debt service. We will update the Board on debt service estimates when we return to the Board.

Public Works will return to the Board for authorizations to: approve proposed RLASC Project and the total Project budget; award the design-build agreement; award a project specific Project Management/Construction Management agreement; award a project specific project controls agreement; award a Construction Inspection and Deputy Inspection/Materials Testing agreement; and to certify an EIR along with any necessary findings under CEQA.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard consultant services agreement will be used that contains terms and conditions supporting the Board's ordinances, policies, and programs, including, but not limited to, the County's Greater Avenues for Independence and General Relief Opportunities for Work Programs, Notice to Contract

Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Contractor Employee Jury Service Program, and the Los Angeles County's Child Support Compliance Program.

The proposed RLASC Project is subject to the Board's Civic Art Policy, adopted on December 7, 2004, and revised on December 15, 2009.

## **ENVIRONMENTAL DOCUMENTATION**

The recommended action to authorize preliminary survey work, hazardous materials testing, and other preliminary site investigation for feasibility and planning are categorically exempt under Sections 15304 and 15306 of the State CEQA Guidelines and Classes 4 and 6 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because the activities involve basic data collection, research and resource evaluation as information gathering or part of a study leading to an action which the Board has not yet approved, adopted or funded and includes minor alterations of land. The proposed testing and other feasibility related activities are also statutorily exempt under Section 15262 of the State CEQA Guidelines because the activities involve feasibility and planning studies for possible future actions, which the Board has not yet approved, adopted, or funded and for which the County has considered environmental factors. The recommended activities will not involve the removal of trees, are not located in an environmentally sensitive area, there are no cumulative impacts, or unusual circumstances, and there would be no substantial adverse changes in the significance of historical resources or other limiting factors that would make the exemption inapplicable based on the record of the proposed activities.

The remaining recommended actions are not considered a project under CEQA because they are excluded from the definition of a project under CEQA. The activities are administrative activities of government and the establishment of a government funding mechanism which will not result in physical changes to the environment or reasonably foreseeable indirect changes to the environment pursuant to Sections 15378(b)(4) and (5) and Section 15061(c) of the State CEQA Guidelines.

By authorizing the recommended actions, the County is not approving or committing to the development of any project under CEQA. County, as lead agency, may modify or decide not to proceed with any project for any reason. Nothing precludes County from rejecting any proposed Project, or from weighing the economic, legal, social, technological, or other benefits of a Proposed Project against its unavoidable environmental risks when determining whether to grant approval.

Aside from the preliminary site testing and feasibility activities recommended herein, no activity which would constitute a project under CEQA will be commenced unless the Board takes further action to consider appropriate environmental documentation and make appropriate findings pursuant to CEQA in connection with approval of a project.

Upon the Board's approval of the proposed RLASC Project, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

## **CONTRACTING PROCESS**

In November 2006, the Board awarded and authorized an agreement with Gensler to provide Executive Campus Planner services based on a qualifications-based selection competitive selection process. To date, the cost for the Executive Campus Planner services is \$19,319,000. The

recommended \$4,000,000 agreement for scoping documents is within the scope of the Request for Proposals and the resulting agreement with Gensler.

A standard consultant services contract for scoping services, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

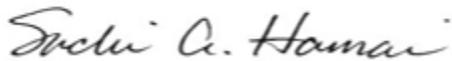
**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no impact on current County services or projects during the performance of the recommended actions.

**CONCLUSION**

Please return one adopted copy of this letter to the Chief Executive Office, Capital Programs Division; and to the Department of Public Works, Project Management Division II.

Respectfully submitted,



SACHI A. HAMAI  
Chief Executive Officer



GAIL FARBER  
Director

SAH:GF:JJ:DPH:  
BMB:FC:HC:rp

Enclosures

- c: Executive Office, Board of Supervisors
- County Counsel
- Agricultural Commissioner/Weights and Measures
- Arts Commission
- Auditor-Controller
- Internal Services
- Office of Education
- Probation
- Public Health
- Sheriff

**ATTACHMENT A**

**PROPOSED RANCHO LOS AMIGOS SOUTH CAMPUS PROJECT  
ESTABLISH CAPITAL PROJECT  
APPROVE AN APPROPRIATION ADJUSTMENT  
AWARD CONSULTANT AGREEMENT;  
SPECS. 7405; CAPITAL PROJECT NO. 69765  
(SUPERVISORIAL DISTRICT 4)  
(3-VOTES)**

**ROUGH ORDER OF MAGNITUDE BUDGET**

<b>ITEM</b>	<b>GROSS SQ FT</b>	<b>UNIT COST PER SF **</b>	<b>COST ESTIMATE *</b>
Internal Services Department New Building	314,400	\$ 341.00	\$ 107,210,000
Probation Department New Building	168,000	378.00	63,504,000
Sheriff's Crime Lab New Building	52,950	470.00	24,887,000
Soccer Center	129,600	31.21	4,045,000
Site Preparation Including Demolition and Earthwork	2,167,553	14.70	31,868,000
Site Development Including New Infrastructure, Hardscapes, Landscaping	1,102,805	21.24	23,421,000
Street Development and Access Roads	857,200	19.00	16,287,000
Parking Structure for ISD and Probation	675,360	67.00	45,249,000
Surface Parking Lots for Crime Lab and Soccer Center	52,900	\$ 20.59	1,089,000
FF&E / Signage / Low Voltage Equipment Package	-	Lump Sum	15,558,000
Escalation	-	Lump Sum	46,337,000
Soft Costs	-	Lump Sum	<u>88,745,000</u>
<b>TOTAL</b>			<b>\$ 468,200,000</b>

Note: For planning purposes only.

\* Costs from Cumming Conceptual Estimate dated July 26, 2016

\*\* Unit costs per square foot include FF&E and IT/Low-Voltage

**ATTACHMENT B**

**PROPOSED RANCHO LOS AMIGOS SOUTH CAMPUS PROJECT  
ESTABLISH CAPITAL PROJECT  
APPROVE AN APPROPRIATION ADJUSTMENT  
AWARD CONSULTANT AGREEMENT;  
SPECS. 7405; CAPITAL PROJECT NO. 69765  
(SUPERVISORIAL DISTRICT 4)  
(3-VOTES)**

**APPROPRIATION ADJUSTMENT  
(SEE ATTACHED)**

August 09, 2016  
DEPT NO: 060

COUNTY OF LOS ANGELES

**REQUEST FOR APPROPRIATION ADJUSTMENT**

DEPARTMENT OF CHIEF EXECUTIVE OFFICER

**AUDITOR-CONTROLLER:**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFOR**  
**FY 2016-17**  
**3 - VOTES**

SOURCES		USES	
PFU-VARIOUS A01-CB-2000-13749-13760 SERVICES & SUPPLIES DECREASE APPROPRIATION	17,000,000	VARIOUS CAPITAL PROJECTS RANCHO LOS AMIGOS SO CAMPUS SHERIFF CONSLDN & SPORTS CENTER A01-CP-6014-65099-69765 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	17,000,000

SOURCES TOTAL 17,000,000

USES TOTAL 17,000,000

**JUSTIFICATION**

Reflects the transfer of \$17M from PFU to CP 69765 to fund the Rancho Los Amigos South Campus Project.

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

#18

AUG 09 2016

*Chia-Ann Yen*  
AUTHORIZED SIGNATURE

CHIA-ANN YEN, MANAGER, CEO

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

*Lori Glasgow*  
LORI GLASGOW  
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

APPROVED AS REQUESTED

RECOMMENDATION

APPROVED AS REVISED

AUDITOR-CONTROLLER

BY *Lori Glasgow*

CHIEF EXECUTIVE OFFICER

BY *Frankie Ong*

B.A. NO. 008

DATE *July 28, 2016*

DATE *July 28, 2016*