



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES**  
**DEPARTMENT OF PUBLIC WORKS**

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

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE

March 13, 2018

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

26 March 13, 2018

CELIA ZAVALA  
ACTING EXECUTIVE OFFICER

**CONSTRUCTION CONTRACT  
PUBLIC BUILDINGS CORE SERVICE AREA  
LIVE OAK LIBRARY REFURBISHMENT PROJECT  
APPROVE CAPITAL PROJECT AND BUDGET  
SPECS. 7425; CAPITAL PROJECT NO. 87342  
(SUPERVISORIAL DISTRICT 5)  
(3 VOTES)**

**SUBJECT**

Approval of the recommended actions will find the proposed Live Oak Library Refurbishment project exempt from the California Environmental Quality Act; approve the capital project and budget; authorize the Director of Public Works or his designee to complete the building interior and site demolition work using a Board-approved Job Order Contract; and delegate authority to the County Librarian to amend Board-approved service contracts to add the replacement Live Oak Library.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Live Oak Library Refurbishment project is categorically exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Approve the Live Oak Library Refurbishment project, Capital Project No. 87342, with a total project budget of \$7,315,000.

3. Authorize the Director of Public Works or his designee to complete the building interior and site demolition work using a Board-approved Job Order Contract.
4. Delegate authority to the County Librarian to amend Board-approved service contracts for landscape, custodial, and delivery services due to the addition of the replacement Live Oak Library.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find the proposed Live Oak Library Refurbishment project is categorically exempt from the California Environmental Quality Act (CEQA); approve the capital project and budget; authorize the Director of Public Works or his designee to complete the building interior and site demolition work using a Board-approved Job Order Contract (JOC); and delegate authority to the County Librarian to amend Board-approved service contracts for landscape, custodial, and delivery services to add the replacement Live Oak Library.

LA County Library has been leasing and operating an existing approximately 2,900-square-foot Live Oak Library, located at 4153 East Live Oak Boulevard in Arcadia, since 1964. The County is seeking to replace the existing undersized library with a larger library in the same area to meet the current and projected library service needs of the community.

On August 23, 2016, the Board approved the acquisition of a suitable 22,402-square-foot property containing an approximately 7,440-square-foot building at a purchase price of \$2,170,000 for development of the replacement library facility. The new prospective library site is located at 22 West Live Oak Boulevard in Arcadia, approximately 2 miles from the existing library. In addition, the Board established the Live Oak Library Refurbishment project, Capital Project No. 87342, with \$7,315,000 in total funding to initiate the planning, feasibility, and design studies for development of the replacement library facility.

Public Works and LA County Library have completed the programming and schematic design for the replacement library facility using a Public Works' as-needed architect/engineer (A/E) to help establish and confirm the scope of work, budget, and schedule for the proposed refurbishment project.

The proposed project will consist of refurbishment of the acquired 7,440-square-foot building for development of the replacement library facility, including demolition of the building interior; structural repairs to the roof; replacement of the roofing; replacement of the building mechanical, electrical, and plumbing systems and data infrastructure; painting of the interior and exterior of the building; and installation of vinyl flooring, carpet, ceiling systems, interior lighting, interior library signage, book shelves, custom cabinetry, and furniture for the adult, teen, children, and staff areas. In addition, the project will include reconstruction of the on-site asphalt parking lot and landscaping areas.

The replacement library will include an adult reading area, a teen area, a children's area with homework center, a glass enclosed study room, a 40-seat community meeting room, express-service self-checkout machines near the customer service desk, public access computers and Wi-Fi, staff areas, public restrooms, and a collection of 42,500 books and other library materials.

Public Works will complete the project design using the same A/E and the building interior and site demolition work using a Board-approved JOC to minimize unforeseen conditions. The building refurbishment will be completed using the County's competitive low-bid process. Upon completion of the design in October 2018, Public Works will return to the Board to adopt the plans and specifications, and authorize advertising for construction bids. It is anticipated that construction will begin in February 2019, and be completed by April 2020.

#### Green Building/Sustainable Design Program

The proposed project will consist of major refurbishment of an existing County building to serve as the new Live Oak Library facility. In accordance with the County's Energy and Environmental Policy amended by the Board on December 20, 2016, a cost-benefit assessment was completed by Public Works based on the project scope and budget to determine whether it makes environmental and fiscal sense to have the project achieve a United States Green Building Council Leadership in Energy and Environmental Design (LEED) certification and, if so, to determine the appropriate level of LEED certification. Based on the results of the cost-benefit assessment, the project will be designed and constructed to achieve LEED Certified Level certification by incorporating sustainable design features to optimize energy and water use efficiency, enhance the sustainability of the site, improve indoor environmental quality, and maximize the use and reuse of sustainable and local resources.

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

The County Strategic Plan directs the provisions of Strategy II.2, Support the Wellness of our Communities, Objective II.2.2, Expand Access to Recreational and Cultural Opportunities, and Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2 Manage and Maximize County Assets. The recommended actions support the Strategic Plan by investing in public infrastructure that will enhance cultural, recreational, and learning opportunities for County residents and visitors, and improve the operational effectiveness of an existing County asset.

#### **FISCAL IMPACT/FINANCING**

The total project cost, including plans and specifications, plan check, construction, change order contingency, consultant services, miscellaneous expenditures, civic art, and County services, is currently estimated at \$7,315,000.

The project is funded with \$4,604,000 from the Provisional Financing Uses Budget allocated to the 5th Supervisorial District; \$315,000 from the 5th Supervisorial District's Extraordinary Maintenance funds; and \$2,396,000 from Various 5th District Improvement, Capital Project No. 77047. Sufficient appropriation is available in the Fiscal Year 2017-18 Capital Projects/Refurbishment Budget, Capital Project No. 87342, to fully fund the project.

#### Operating Budget Impact

LA County Library anticipates a possible increase in ongoing operating costs as a result of the proposed project that will be absorbed in the Department's ongoing operating budget. LA County Library will also incur a one-time expense of approximately \$154,000 for additional library materials. Funding for the additional library materials is included in the Department's Library Facilities Mitigation Fee Funds.

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

In accordance with the Board's Civic Art Policy amended on August 11, 2015, the project budget includes 1 percent of design and construction costs to be allocated to the Civic Art Fund (\$42,500).

In accordance with the Board's consolidated Local and Targeted Worker Hire Policy adopted on September 6, 2016, the project will require that at least 30 percent of the total California craft worker hours for construction of the project be performed by local workers and at least 10 percent be performed by Targeted Workers facing employment barriers.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed project is categorically exempt from CEQA. It involves refurbishment of an existing building and site to serve as a library facility, and is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets criteria set forth in Sections 15301(a), (d), (f), and (l); 15302(c); 15303; and 15311(a) of the State CEQA Guidelines, and Classes 1(c), (d), (g), (h), and (i); 2(e), 3, and 11(d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The project provides for repair, renovation, replacement, minor alterations, and conversion of an existing small facility involving negligible expansion of an existing use. Replacement structures would have the same general purpose and capacity as the structures replaced.

Additionally, the proposed project will comply with all applicable regulations, is not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that the project may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable based on the records of the proposed project.

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

## **CONTRACTING PROCESS**

Public Works is utilizing La Cañada Design Group, a Board-approved, as-needed A/E to complete the design for the replacement library facility, will complete the demolition using a Board-approved JOC, and will construct the refurbishment using the County's competitive low-bid process. Upon completion of the design, Public Works will return to the Board to adopt the plans and specifications, advertise for construction bids, and seek delegated authority to award the construction contract to the lowest responsive and responsible bidder.

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

Approval of the recommended actions will have no impact on current County services or projects. The existing Live Oak Library will continue in operation during construction of the replacement library facility.

**CONCLUSION**

Please return one adopted copy of this Board letter to the Department of Public Works, Project Management Division I and LA County Library.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

MARK PESTRELLA

Director

MP:AKM:mae

c: Arts Commission  
Chief Executive Office (Capital Programs  
Division)  
County Counsel  
Executive Office  
LA County Library