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**INTERNAL SERVICES DEPARTMENT**

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*"To enrich lives through effective and caring service"*

May 01, 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

21 May 1, 2018

CELIA ZAVALA  
ACTING EXECUTIVE OFFICER

**APPROVE REPAIR PROJECTS FOR  
LOS ANGELES COUNTY DEFERRED MAINTENANCE PROGRAM  
(ALL SUPERVISORIAL DISTRICTS - 3 VOTES)**

**SUBJECT**

The recommended actions will find the proposed Deferred Maintenance Projects (Projects) categorically exempt from the California Environmental Quality Act; approve the Projects and associated Project costs; and authorize the Director of the Internal Services Department, or his designee, to deliver the Projects using Board-approved Job Order Contracts.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Projects categorically exempt from California Environmental Quality.
2. Approve the Projects identified in Attachment A, and the associated costs for an estimated total of \$20,000,000.
3. Authorize the Director of Internal Services Department, or his designee, to deliver the Projects identified in Attachment A using Board-approved Job Order Contracts.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find the proposed Projects exempt from the California Environmental Quality Act (CEQA); approve the Projects and associated costs for an aggregated

total estimated at \$20,000,000; authorize the Director of Internal Service Department (ISD), or his designee, to deliver the Projects using Board-approved Job Order Contracts (JOC).  
County Deferred Maintenance Program

On September 28, 2010, the Board authorized the development of the County Deferred Maintenance Program to establish a rational basis for short- and long-term planning of Deferred Maintenance of County facilities.

In response, the Chief Executive Office (CEO), with support and assistance from ISD, has been working with AECOM Technical Services, Inc., to develop a systematic approach for the assessment of the condition of County-owned facilities, to perform the building condition assessments, and to develop a web-based asset management database system, known as Strategic Asset Management (SAM), that will record and track current facility conditions and forecast short- and long-term maintenance requirements.

The focus has been on the development of long-term plans to fund DM Projects based on priority needs, evaluation of current County practices, determination of best practices, and consideration of potential significant energy efficiencies that would reduce consumption of resources and operating costs.

Attachment A provides the list of high-priority repair Projects for the departments of Agriculture Commission Weights and Measures, Animal Care and Control, CEO, District Attorney, Parks and Recreation, Public Health, Public Library, Probation, Workforce Development Aging Community Services, and ISD, that have been identified and funded by the CEO for implementation by ISD.

ISD will utilize Board-approved, as-needed consultants for design services. The Projects in this Board Letter are subject to the PCC and in excess of \$75,000. Therefore ISD is requesting that the Board authorize ISD to proceed with those Projects utilizing Board-approved JOC contracts. ISD will obtain all necessary jurisdictional approvals as required for the proposed DM Projects. It is anticipated that construction will begin upon Board-approval and progress through Fiscal Year (FY) 2018-19.

As a component of the Countywide Work Group deliverables, we will be seeking to adopt an ordinance that delegates authority to the Director of ISD to deliver projects of up to \$75,000 via JOC. After that ordinance is considered and approved by the Board, ISD will add Projects of up to \$75,000 to the list of projects to be delivered as part of the FY 2018/2019 Deferred Maintenance Program. ISD will utilize Board-approved JOC and in-house Crafts [subject up to the "Force Account" limits set forth in the State Public Contract Code (PCC)], to aid in completing the Projects.

ISD Facilities Operations Services has initiated a five-year project planning process that coincides with the CEO's five-year funding plan that will identify and plan currently identified Deferred Maintenance project work, including Force Account work that will necessitate the hiring of additional crafts staff. In addition to the Deferred Maintenance projects identified herein, all other Deferred Maintenance work for projects costing less than the statutory Force Account limit of \$50,000, will have that work performed by in-house Crafts Services staff, except in circumstances such as timeline conflicts, capacity, project complexity, etc., that would require ISD to use a contractor.

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

The County Strategic Plan directs the provisions of Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability. The recommended actions support the Strategic Plan by investing in public infrastructure that will sustain and improve County services and facilities for County of Los Angeles residents and visitors.

### **FISCAL IMPACT/FINANCING**

The aggregate total for the various repair Projects, including plans and specifications, plan check, consultant services, construction, change order contingency, and County services, will not exceed \$20,000,000. The proposed Projects will be funded entirely with Net County Cost allocated to the Extraordinary Maintenance Budget in the FY 2017-18 County budget.

Operating Budget Impact:

The County Departments involved do not anticipate any one-time, start-up costs or an increase in ongoing maintenance and operational costs following completion of the proposed repair Projects.

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

In accordance with the Board's Civic Art Policy last amended on August 11, 2015, the proposed repair Projects are excluded from the Civic Arts requirements.

In accordance with the Board's consolidated Local and Targeted Worker Hire Policy adopted on September 6, 2016, the proposed Projects with a total project budget less than \$500,000 will not include a local worker requirement. The proposed Projects with a total project budget between \$500,000 and \$2,500,000 will include a best efforts goal that at least 30 percent of the total California craft worker hours for construction of the projects be performed by Local Residents and will not include the "Targeted Worker" component. The proposed Projects with a total project budget over \$2,500,000 will require that at least 30 percent of the total California craft worker hours for construction of the projects be performed by Local Residents and will include the "Targeted Worker" component. Also, the JOCs will be subject to the Board-adopted consolidated Local and Targeted Worker Hire Policy.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed repair Projects are categorically exempt from the CEQA. The Projects consist of repairs to existing County buildings and facilities. The proposed Projects are within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet criteria set forth in Sections 15301 (a), (d) and (l); and 15302 (b) and (c) of the State CEQA Guidelines, and Classes 1(c), (d), (h), (i), (j), (l), and (m), and 2(a), (b), and (e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The Projects provide for maintenance and repair of existing facilities and structures with negligible or no expansion of an existing use; and replacement of existing facilities at the same site with new facilities of substantially the same size, purpose, and capacity.

Additionally, the individual proposed repair Projects will comply with all applicable regulations, are 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 Projects may cause a substantial adverse change in the significance of a historical resource that would make the exemptions inapplicable based on the records of the proposed repair Projects.

Upon the Board's approval of the Projects, ISD will file Notices of Exemption with the Registrar-Recorder/County Clerk for the repair Projects in accordance with Section 15062 of the CEQA Guidelines.

### **CONTRACTING PROCESS**

ISD will utilize Board-approved as-needed consultants to complete any necessary design work required for the proposed Projects. Construction of the Projects will be completed using Board-approved JOCs. To the extent a project is not subject to the Force Account limits set forth in the PCC, ISD will utilize its own forces to deliver the project, unless circumstances require the use of a JOC contractor, as described above.

ISD has made the determination that JOC is the most appropriate contracting method to perform the Projects involved. Specifically, 1) to the extent the Projects is subject to the PCC , and the cost of such Projects exceeds \$50,000, such project would have to be performed via a competitively-procured construction contract (such as JOC), not by County employees, due to the Force Account limits set forth in the PCC; 2) By utilizing JOC, ISD can deliver a large quantity of individual Projects with a single competitively procured contract; 3) The use of JOC will also ensure the timely completion of numerous Projects.

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

Approval of the recommended actions will have no impact on current County services or projects. The affected County facilities will remain operational and open to the public during the maintenance and repair work. ISD will coordinate with each of the affected Departments and the

JOC contractors to schedule and phase the work to minimize disruption to facility operations and to maintain public access.

### **CONCLUSION**

Please return one adopted copy of this Board letter to the CEO Capital Programs Division, ISD Facilities Operations Service, ISD Facilities Assets Management Division, Animal Care and Control, Agriculture Commissions Weights and Measures, Public Library, Public Health, Probation, and Workforce Development Aging and Community Services.

The Honorable Board of Supervisors

5/1/2018

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Respectfully submitted,

A handwritten signature in blue ink that reads "Scott Minnix". The signature is written in a cursive, flowing style.

SCOTT MINNIX

Director

SM:JS:ME:JA:AH:tt:jl

Enclosures

c: Executive Office, Board of Supervisors  
Chief Executive Officer  
Chief Operations Officer  
County Counsel

**ATTACHMENT A**

**I. VARIOUS DEFERRED MAINTENANCE PROJECTS BY DEPARTMENT:**

**PROBATION DEPARTMENT: CENTRAL JUVENILE HALL**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
1	BOYS SCHOOL BUILDING 9	ELECTRICAL	\$197,000.00
1	GIRLS SCHOOL 5B	ELECTRICAL, PLUMBING REPAIRS, TILE FLOORING	\$315,000.00
1	ELECTRICAL ENCLOSURE	ELECTRICAL	\$187,000.00
1	LATHROP HALL 3	MECHANICAL, ELECTRICAL REPAIRS	\$236,000.00
1	MODULAR MEDICAL CLINIC	EXTERIOR STRUCTURE, ROOF REPAIRS	\$670,000.00
<b>PROBATION DEPARTMENT: CENTRAL JUVENILE HALL</b>			<b>TOTAL: \$1,605,000.00</b>

**PROBATION DEPARTMENT: BARRY J. NIDORF JUVENILE HALL**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
3	DORM A/B 6	STORM DRAIN PIPE INSTALLATION, CEMENT AND HVAC REPAIR	\$126,000.00
3	DOMR E/F 8	MASONRY REPAIRS,	\$81,000.00
3	DORM G/H 9	STORM DRAIN PIPE INSTALLATION, MASONRY REPAIRS	\$99,000.00
3	DORM L/M 11	HVAC, MASONRY REPAIRS, PIPE INSTALLATION	\$118,000.00
<b>PROBATION DEPARTMENT: BARRY J. NIDORF</b>			<b>TOTAL: \$424,000.00</b>

**PROBATION DEPARTMENT: LOS PADRINOS JUVENILE HALL**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
4	BOYS CLASSROOM/GYM 7	REPLACEMENT OF SHEET METAL, TOILET COMP., WOOD FRAMING	\$552,000.00
4	BOYS DORM A/B 6	ELECTRICAL, INSTALL WIRING, FLOORING, PLUMBING REPAIRS	\$463,000.00
4	BOYS DORM C/D 5	ELECTRICAL, MECHANICAL, FLOOR REPAIR	\$83,000.00
4	BOYS DORM E/F 4	ELECTRICAL INSTALLATION OF WIRES, LIGHTING, MISSING INSULATION	\$150,000.00
4	BOYS DORM L/M 13	ADA UPGRADES, ELECTRICAL INSTALLATION	\$164,000.00
4	BOYS DORM N/O 14	ADA UPGRADES, ELECTRICAL	\$193,000.00
4	CENTRAL PLANT	ELECTRICAL REPLACEMENT	\$414,000.00
4	GIRLS CLASSROOM/GYM 15	ADA UPGRADES, MECHANICAL REPAIRS, PLUMBING REPAIRS	\$459,000.00
4	GIRLS DORM J 10	ADA UPGRADES, ELECTRICAL REPAIRS, REPLACEMENTS	\$384,000.00
<b>PROBATION DEPARTMENT: LOS PADRINOS</b>			<b>TOTAL: \$2,862,000.00</b>

**ATTACHMENT A**

**OLIVE VIEW COGENERATION POWER PLANT:**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
5	OLIVE VIEW POWER PLANT	ROOF REPAIR	\$749,000.00
<b>OLIVE VIEW COGENERATION POWER PLANT</b>			<b>TOTAL: \$749,000.00</b>

**I. VARIOUS DEFERRED MAINTENANCE PROJECTS BY DEPARTMENT:**

**INTERNAL SERVICE DEPARTMENT (ISD):**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
5	ISD- LANCASTER COURTS/CENTRAL PLANTS	MECHANICAL, LEAKING BOILER, HVAC REPAIR	\$532,000.00
1	PARKING LOT 55	PLUMBING REPAIRS, DRAIN REPLACEMENT	\$335,000.00
<b>INTERNAL SERVICE DEPARTMENT</b>			<b>TOTAL: \$867,000.00</b>

**AGRICULTURAL COMMISSION WEIGHTS AND MEASURES (ACWM):**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
1	ACWM METER PIT	ELECTRICAL REPAIRS	\$173,000.00
<b>ACWM</b>			<b>TOTAL: \$173,000.00</b>

**WORKFORCE DEVELOPMENT AGING COMMUNITY SERVICES (WDACS):**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
5	ANTELOPE VALLEY SENIOR CENTER	BUILDING REPAIRS, TOILET COMPARTMENT REPAIRS, HVAC REPLACEMENT	\$354,000.00
<b>WDACS</b>			<b>TOTAL: \$354,000.00</b>

**CHIEF EXECUTIVE OFFICE (CEO):**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
1	EMERGENCY OPERATIONS CENTER	REPLACE ELECTRICAL ENCLOSURES, EXTERIOR GATES	\$109,000.00
2	FLORENCE-FIRESTONE COMPREHENSIVE CHILD CARE CENTER	ELETRICAL REPAIRS, INSTALL ENCLOSURES, REPLACE PANELS	\$144,000.00
<b>CHIEF EXECUTIVE OFFICE (CEO):</b>			<b>TOTAL: \$253,000.00</b>

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**PUBLIC HEALTH:**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
4	LABORATORIES BLDG 1100	HVAC EQUIPMENT REPLACEMENT, INSTALL WIRING	\$453,000.00
<b>PUBLIC HEALTH:</b>		<b>TOTAL:</b>	<b>\$453,000.00</b>

**I. VARIOUS DEFERRED MAINTENANCE PROJECTS BY DEPARTMENT:**

**ANIMAL CARE AND CONTROL (ACC):**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
3	AGOURA HILLS- SPAY & NEUTER CLINIC/ADMIN BLDG	MECHANICAL AND ELECTRICAL REPAIRS, REPLACE ELECTRICAL EQUIPMENT	\$670,000.00
1	ADMIN BLDG- BALDWIN PARK	REPLACE TOILET COMPARTMENTS, PLUMBING INSTALLATION	\$217,000.00
2	CARSON- ADMIN BLDG/SPAY & NEUTER CLINIC	MECHANICAL AND ELECTRICAL REPAIRS, REPLACE A/C UNIT	\$372,000.00
5	CASTAIC- ADMIN/UTILITY BLDG	ROOFING AND HVAC EQUIPMENT	\$591,000.00
4	HEADQUARTERS	ELECTRICAL, PLUMBING AND MECHANICAL REPAIRS, INSTALL HVAC EQUIPMENT	\$170,000.00
<b>ANIMAL CARE AND CONTROL (ACC):</b>		<b>TOTAL:</b>	<b>\$2,020,000.00</b>

**PUBLIC LIBRARY:**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
1	ANTHONY QUINN	PLUMBING REPAIRS, WATER HEATER, ELECTRICAL, INSTALL AC SYSTEM	\$213,000.00
1	CITY TERRACE	ELECTRICAL, MASONRY REPAIRS, TOILET COMPARTMENTS, SANITARY WASTE PIPING	\$276,000.00
1	CLAREMONT	ELECTRICAL EQUIPMENT REPLACEMENT	\$275,000.00
2	COMPTON	ELECTRICAL EQUIPMENT REPLACEMENT	\$174,000.00
2	CULVER CITY JULIAN DIXON	REPLACE WATER CHILLER, LEAKING PIPES, PLUMBING REPAIRS	\$866,000.00
1	EAST LOS ANGELES	PLUMBING REPAIRS, MECHANICAL, REPAIR HVAC EQUIPMENT, VALVES	\$650,000.00
2	FLORENCE	HVAC EQUIPMENT, ELECTRICAL REPAIRS	\$631,000.00
2	GARDENA MAYME DEAR	ELECTRICAL REPAIRS	\$453,000.00
2	GRAHAM	REPLACEMENT OF ELECTRICAL ITEMS, MECHANICAL REPAIRS, HVAC	\$276,000.00
2	HAWTHORNE	REPLACEMENT OF ELECTRICAL EQUIPMENT, INSTALL PLUMBING VALVES, WATER HEATERS, INSULATION	\$985,000.00
5	LA CANADA FLINTRIDGE	ROOF REPAIRS, MASONRY	\$532,000.00
2	LAWNDALE	ELECTRICAL REPLACEMENT, MECHANICAL REPAIRS OF LEAKING UNITS	\$114,000.00
1	LELAND R. WEAVER	ELECTRICAL REPAIRS	\$158,000.00
2	MASAO W. SATOW	PLUMBING LEAKS, REPLACE PIPES, MECHANICAL REPAIRS	\$217,000.00

**ATTACHMENT A**

4	NORWALK	ELECTRICAL, HVAC REPAIRS	\$795,000.00
4	PARAMOUNT	REPLACEMENT OF ELECTRICAL EQUIPMENT	\$160,000.00
1	RIVERA	PLUMBING, ELECTRICAL REPAIRS	\$237,000.00
1	SAN DIMAS	REPLACEMENT OF ELECTRICAL EQUIPMENT, PLUMBING REPAIRS	\$867,000.00
4	SORENSEN	ROOF, FLOORING, AND HVAC EQUIPMENT REPAIRS	\$334,000.00
1	SOUTH EL MONTE	MECHANICAL REPAIRS, ELECTRICAL, REPLACE BOILER PUMP	\$255,000.00
5	WALNUT	REPLACE ELECTRICAL ITEMS,	\$572,000.00
2	WOODCREST	ROOF AND HVAC REPAIRS	\$729,000.00
<b>PUBLIC LIBRARY:</b>		<b>TOTAL:</b>	<b>\$9,769,000.00</b>

**I. VARIOUS DEFERRED MAINTENANCE PROJECTS BY DEPARTMENT:**

**PARKS AND RECREATION:**

<u>SUPERVISORIAL DISTRICT</u>	<u>PROJECT FACILITY</u>	<u>PROJECT DESCRIPTION</u>	<u>PROJECT COST</u>
5	CHARLES S. FARNSWORTH	ELECTRICAL REPAIRS	\$119,000.00
3	HOLLYWOOD BOWL	INSTALLATION OF RESTROOM ACCESSORIES, ELECTRICAL CONDUITS AND WIRING NEEDS REPLACING	\$134,000.00
5	MARSHALL CANYON TREE FARM	REPAIRS OF PLUMBING LEAKS TO WATER HEATER, PIPING AND SINKS; REPLACEMENT OF SAFETY SWITCHES AND FUEL-FIRED HEATERS	\$99,000.00
1	RUBEN SALAZAR- CLUBHOUSE	REPLACE PANELBOARDS, CEILING PANELS DUE TO LEAKS, INSTALL WIRING SYSTEM	\$119,000.00
<b>PARKS AND RECREATION:</b>		<b>TOTAL:</b>	<b>\$471,000.00</b>

**AGGREGATED PROJECTS TOTAL:     \$20,000,000.00**