



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"

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

February 19, 2019

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

22 February 19, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

Dear Supervisors:

**PHASE III BUILDING CONDITION ASSESSMENTS FOR
THE COUNTY DEFERRED MAINTENANCE PROGRAM
APPROVE AND AUTHORIZE THE EXECUTION OF A SUPPLEMENTAL CONSULTANT
SERVICES AGREEMENT 1 AND APPROVE APPROPRIATION ADJUSTMENT
ALL DISTRICTS
(4 VOTES)**

SUBJECT

Approval of the recommended actions will authorize the execution of a supplemental agreement with AECOM Technical Services, Inc., to perform additional facility condition assessments at County-owned and/or operated properties. In addition, approval of the attached appropriation adjustment will provide funding for the supplemental agreement. The proposed supplemental agreement is for a not-to-exceed amount of \$444,714.10, increasing the agreement not-to-exceed amount from \$14,822,641 to \$15,267,355.10, and will be approved as to form by County Counsel.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended actions to authorize execution of a supplemental consultant services agreement with AECOM Technical Services, Inc., do not meet the definition of a project under the California Environmental Quality Act, as cited herein.
2. Approve and authorize the Chief Executive Officer, or her designee, to execute Supplemental Agreement 1 with AECOM Technical Services, Inc., for a not-to-exceed amount of \$444,714.10, to increase the scope of work to complete facility condition assessments at County-owned and operated Sheriff and Health Services facilities and surface parking lots; update the Asset Management Database for the County Deferred Maintenance Program; and to continue facility condition assessment and data collection services for the County until the completion of these

services.

3. Approve the attached appropriation adjustment to authorize the transfer of \$445,000 from the Obligated Fund Balance – Committed for Capital Projects and Extraordinary Maintenance to the Extraordinary Maintenance’s Services and Supplies Budget to complete facility condition assessments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize the Chief Executive Officer (CEO) to execute a supplemental agreement with AECOM Technical Services, Inc., (AECOM) to increase the scope of work to include the assessment of additional facilities and amenities, discovered by AECOM during the performance of the Phase III Building Condition Assessments (Phase III Assessments), to update and support the Asset Management Database for the County Deferred Maintenance Program, and to continue performing facility condition assessment and data collection services for the County until the completion of the services. The supplemental agreement is for a not-to-exceed amount of \$444,714.10, increasing the maximum, not-to-exceed amount of the agreement from \$14,822,641 to \$15,267,355.10.

Background

In August 2016, the Department of Public Works (DPW) released an RFP for facility condition assessment services for facilities of the Departments of Health Services and the Sheriff. On April 11, 2017, the Los Angeles County Board of Supervisors authorized the CEO to execute a consultant services agreement with AECOM for an amount not-to-exceed \$14,822,641 to survey and assess the condition of 656 County-owned and County-maintained Sheriff and Health Services facilities and surface parking lots (Phase III Assessments), totaling approximately 22.4 million square feet; update the Asset Management Database for the County Deferred Maintenance Program; and perform facility condition assessments on newly acquired or constructed County-owned and/or County-maintained facilities.

As of December 2018, overall project progress is at 70 percent completion, with 100 percent project completion still anticipated by the initial June 2019 deadline. AECOM completed facility condition assessments of 649 buildings, encompassing a total of 16.9 million square feet and representing 75.6 percent of the original contract’s total of 22.4 million square feet. The difference between the percentages of buildings and square footage assessed is due to a net change of the increase in the number of small undocumented buildings that were discovered and a decrease in the amount of assessments of facilities that were descope because they were either under construction or where construction and/or demolition was imminent. Cost estimating, which is part of the final “data modeling” stage of the Phase III Assessments is underway and at 17.9 percent completion.

Recommended Supplemental Agreement

In the course of performing the Phase III Assessments, AECOM identified a significant number of County-owned and operated Sheriff and Health Services facilities, buildings, and amenities that were not included in the original scope of work. The County desires to have these facilities/amenities assessed as part of the scope of work of this supplemental agreement. In addition, assessments of some facilities on the original scope of work were eliminated because they were no longer owned and/or operated by the County, or because they were scheduled to be demolished or replaced. The net increase in the scope of work is approximately 155 buildings and surface parking lots, totaling

approximately 2.3 million square feet. If adopted, the proposed supplemental agreement would increase the original contract amount of \$14,822,641 by \$444,714.10 to a new agreement not-to-exceed amount of \$15,267,355.10.

On August 12, 2014, the Board awarded a contract to AECOM to perform Phase II Assessment services, which services included AECOM developing a data collection system for documenting and reporting building deficiencies, as well as online reporting tools that allow for the County to analyze costs associated with the remediation of these deficiencies, i.e. deferred maintenance. In order to maintain an accurate and complete inventory of the current facility condition, building system life data, and deferred maintenance project cost estimates, the County desires that AECOM include the additional facilities, buildings, and amenities discovered during the Phase III Facility Condition Assessments in the agreement's scope of work. The proposed supplemental agreement will allow AECOM to continue to perform facility condition assessments and maintenance of the online database system for County-owned and County-maintained Sheriff and Health Services facilities that were not included in the initial Phase III scope of work.

The completeness and accuracy of the data being collected are critical elements to achieving the objectives of the Strategic Asset Management Plan; including maximizing existing assets, guiding strategic investment, and strategically funding the highest priority needs.

Implementation of Strategic Plan Goals

The recommended action supports the County's Strategic Plan Goal of Operations Effectiveness/Fiscal Sustainability (Goal 1) through the efforts of repairing and maintaining County facilities to sustain the delivery of County programs and services. This facility condition assessment study is a key element of the County's Strategic Asset Management Plan.

Strategic Asset Management Principles Compliance

NA

FISCAL IMPACT/FINANCING

The proposed supplemental consultant services agreement with AECOM will be for a maximum, not-to-exceed fee of \$444,714.10, increasing the total not-to-exceed agreement amount from \$14,822,641 to \$15,267,355.10, for the Phase III Deferred Maintenance Program Management Project.

The supplemental agreement will be funded with \$444,714.10 in net County cost. Approval of the attached Appropriation Adjustment will authorize the transfer of \$445,000 from the Obligated Fund Balance – Committed for Capital Projects and Extraordinary Maintenance to the Extraordinary Maintenance's Services and Supplies Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard supplemental agreement will be used and will be reviewed and approved as to form by County Counsel.

The supplemental agreement will be in full compliance with Federal, State, and County regulations. The existing agreement contains the standard terms and conditions supporting the Board's ordinances, policies, and programs.

ENVIRONMENTAL DOCUMENTATION

The recommended action, approval of the supplemental agreement, is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) (4) and (5) of the State CEQA Guidelines, or in the alternative, is exempt as feasibility and planning studies for possible future actions which have not been approved, adopted or funded by Section 15262 of the State CEQA Guidelines. The proposed actions include record review, visual inspections and testing of structural load capacity, and as such are organizational or administrative activity of the government that will not result in direct or indirect changes to the environment and involve the creation of a government funding mechanism which does not involve commitment to any specific project which may result in a potentially significant physical impact on the environment and which has no adverse impact on environmental factors. The appropriate environmental documentation, as required under CEQA, will be completed and the Board will be requested to make appropriate CEQA findings, as necessary, when any activities which would constitute a project under CEQA are recommended for approval.

CONTRACTING PROCESS

On July 28, 2016, DPW, at the request of the CEO, issued an RFP for building condition assessment and asset management database development services for Phase III Facility Condition Assessments for County-owned and County-maintained Sheriff and Health Services facilities. The RFP was posted on the "Doing Business with Us" and "Public Works Business Opportunities" websites.

On September 6, 2016, three firms submitted proposals in response to the RFP. An evaluation Committee comprised of representatives from the CEO, Sheriff's Department, Department of Health Services and DPW evaluated the proposals based on technical expertise, experience, personnel qualifications, work plans, and understanding of the work requirements. All evaluations were completed without regard to race, creed, color, or gender. AECOM was selected as the best qualified firm to provide the building condition assessment and asset management database development services.

On April 11, 2017, the Los Angeles County Board of Supervisors authorized the CEO to execute a consultant services agreement with AECOM for an amount not-to-exceed \$14,822,641 to survey and assess the condition of 656 County-owned and County-maintained Sheriff and Health Services facilities and surface parking lots.

Approval of this supplemental agreement will increase the scope of work for the Phase III Facility Condition Assessment Agreement, which the agreement was competitively solicited, utilizing the RFP process.

The Community Business Enterprises participation data and 3-year contracting history for AECOM is on file with Public Works.

Public Works has evaluated and determined that the Los Angeles County Code Chapter 2.201

(Living Wage Program) does not apply to the recommended contract.

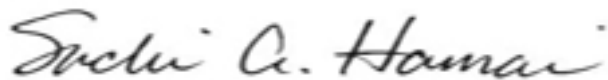
IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services or projects as a result of authorizing the recommended supplement. The supplement to the consultant services agreement will provide for additional facility condition evaluations and lifecycle analysis to assist the County in managing the County-wide Deferred Maintenance Program in an efficient and cost-effective manner.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Programs Division.

Respectfully submitted,



SACHI A. HAMAI

Chief Executive Officer

SAH:JJ:DPH

BMB:AMA:LRF:kb

Enclosures

- c: Executive Office, Board of Supervisors
- County Counsel
- Internal Services
- Public Works

February 12, 2019

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 HER RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFORE
FY 2018-19
4 - VOTES**

SOURCES		USES	
GENERAL FUND		EXTRAORDINARY MAINTENANCE	
A01-3077		A01-CF-2000-12810	
COMMITTED FOR CP AND EXTRAORDINARY MAINTENANCE		SERVICES & SUPPLIES	
DECREASE OBLIGATED FUND BALANCE	445,000	INCREASE APPROPRIATION	445,000

SOURCES TOTAL	\$ 445,000	USES TOTAL	\$ 445,000
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JUSTIFICATION

Transfer is necessary to fund Supplemental Agreement 1 with AECOM Technical Services, Inc. for the completion of building condition assessments at County-owned and operated Sheriff and Health Services facilities and surface parking lots.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

22 FEB 19 2019

Amir Alam
 AUTHORIZED SIGNATURE Amir Alam, CEO Manager

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

Celia Zavala
 CELIA ZAVALA
 EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

- ACTION
- RECOMMENDATION

AUDITOR-CONTROLLER

BY *Lanjan*
 DATE *Jan. 15, 2019*

B.A. NO. 105

- APPROVED AS REQUESTED
- APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY *James Yu*
 DATE *Jan 16, 2019*