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April 16, 2019

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 April 16, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

**DEPARTMENT OF MEDICAL EXAMINER-CORONER
TOXICOLOGY REFRIGERATOR REFURBISHMENT PROJECT
CATEGORICAL EXEMPTION
ESTABLISH CAPITAL PROJECT NO. 87452
APPROVE PROJECT SCOPE AND BUDGET
FIRST DISTRICT – 3 VOTES**

SUBJECT

Approval of the recommendations will find the Department of Medical Examiner-Coroner Toxicology Refrigerator Refurbishment Project exempt from the California Environmental Quality Act, establish Capital Project No. 87452, approve the budget and scope of work, and authorize the Director of the Internal Services Department, or his designee, to deliver the proposed project using Board-approved Job Order Contracts.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the Toxicology Refrigerator Refurbishment Project exempt from the California Environmental Quality Act, for the reasons stated in this letter and in the record of the project.
2. Establish Capital Project No. 87452 with a total budget of \$881,000, and approve the scope of work.
3. Authorize the Director of the Internal Services Department, or his designee, to deliver the Toxicology Refrigerator Refurbishment Project using Board-approved Job Order Contracts.

4. Authorize the Director of the Internal Services Department, or his designee, to authorize project work orders; to accept the project and file notices upon final completion of the project; to release retention money withheld pursuant to the applicable provisions of the Public Contract Code; to grant extensions of time on the project, as applicable; and assess liquidated damages as authorized under Government Code section 53069.85 and the contract specifications.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the Toxicology Refrigerator Refurbishment Project (Project) exempt from California Environmental Quality Act (CEQA), establish Capital Project (CP) No. 87452, approve the budget and scope of work, and authorize the Internal Services Department (ISD) to deliver the proposed Project using Board-approved Job Order Contracts (JOCs).

The Los Angeles County Coroner Building was built in 1972 and is located at 1104 North Mission Road in unincorporated Los Angeles County. The current specimen cold storage room on the second floor of the building is in failing condition. The specimen cold storage room has continuous mechanical failures that has the potential of compromising the integrity of the samples, which are being utilized for on-going investigations. In addition, the failures result in condensation that may pose a hazard to staff occupying the space.

Furthermore, the adjacent specimen receiving room does not comply with the current Americans with Disabilities Act (ADA) requirements. The proposed Project will address the issues outlined above and will provide an accessible and safe working environment for the staff.

The scope of work in the specimen cold storage room includes environmental testing and abatement of hazardous materials. The scope also includes the removal of the existing plaster ceiling and walls, lighting, refrigeration unit, and preparation of the concrete flooring, followed by installation of a new prefabricated insulated cold storage room within the prepared space. Also, a new HVAC unit will be installed on the roof to support the new cold storage room, with insulated piping to reduce condensation. New shelving units will be installed that will provide better access to and security of the samples. The fire detection, alarm, and sprinkler system within the cold storage room will be upgraded in accordance with the 2016 California Fire Codes.

The scope of work in the specimen receiving room includes the replacement of the two interior doors and frames and the millwork to comply with the ADA requirements.

The installation of the HVAC unit on the roof requires that the railing on the roof parapet be modified to comply with the Building Code. The scope of work includes raising the parapet from 29 to 42 inches.

Implementation of Strategic Plan Goals

The County Strategic Plan directs the provisions of Goal III. Realize Tomorrow's Government Today, Strategy III.3 - Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2 Manage and Maximize County Assets. The recommendations support the strategic plan by making necessary improvements that will increase the operational effectiveness of an existing County asset.

Green Building/Sustainable Design Program

The proposed Project will support the Board's Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

The proposed Project will be designed and constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State. When possible, ISD will document all Title 24 related improvements that qualify for Leadership in Energy and Environmental Design (LEED) building points to apply toward future LEED certification for the County building.

FISCAL IMPACT/FINANCING

The total cost for the proposed Project is currently estimated at \$881,000, which includes design, construction, change order allowance, inspection/testing, and County services. The proposed Project is funded by a combination of Departmental carryover savings, Extraordinary Maintenance funding, and prior year net County cost.

There is sufficient appropriation in CP 87452, Coroner Toxicology Refrigerator Refurbishment, to fully fund the proposed Project.

Operating Budget Impact

The scope of work consists of replacing existing features with like features. Therefore, following the completion of the Project, the Department of Medical Examiner-Coroner does not anticipate any one-time start-up costs or additional ongoing costs, as a result of the Project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The standard Board-directed clauses, including those that provide for contract termination, renegotiation, and hiring qualified displaced County employees are included in the JOC agreement.

The JOC contractor who will perform the work is required to fully comply with the Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.201 (Living Wage Program), and Chapter 2.203 (Contractor Employee Jury Service Program).

In accordance with the Board's consolidated Local and Targeted Worker Hire Policy, adopted on September 6, 2016, the proposed Project will include a best efforts goal that at least thirty percent (30%) of the total California craft worker hours for construction/refurbishment of the proposed Project be performed by the local residents. The "Targeted Worker" component will not be included as part of proposed Project.

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004 and last amended on August 11, 2015, the proposed Project is required to allocate one percent (1%) of the design and construction costs for the Civic Art Fund, approximately \$5,000.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The scope includes repairing the roof and replacing the interior ceiling, doors, lath and plaster walls, lighting and switches, and refrigeration unit, repairs, upgrades and installation of equipment within an existing public facility. Therefore, the work 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), and (f), 15302 (b) and (c) and Class 3(e) of the State CEQA Guidelines; and Classes 1(d), (i), 2(a) and (e) and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The activities involve negligible or no expansion of an existing use and replacement features will have the same purpose and capacity. In addition, based on the Project records, the Project will comply with all applicable regulations and there are no cumulative impacts, unusual circumstances, no substantial adverse change in the significance of an historic resource, damage to scenic resources or listing on a list compiled pursuant Section 65962.5 of the Government Code that would make the exemptions inapplicable.

Upon the Board's approval of the Project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with section 21152 of the California Public Resources Code.

CONTRACTING PROCESS

The proposed Project will be delivered using ISD Board-approved JOCs for the construction.

For this Project, ISD has made the determination that JOC is the most appropriate contracting method to perform the tasks involved. Specifically, to the extent the project entails repair, refurbishment, remodel, or alteration, and the cost of such project 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" limitations set forth in the Public Contract Code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will have no impact on the current County services or projects. During the refurbishment, all cold room operations will be relocated to the existing cold storage room on the first floor of the building.

CONCLUSION

Please return one adopted copy of this letter to the ISD Facilities Operations Services, one adopted copy to the Chief Executive Office, Capital Programs Division, and one adopted copy to the Department of Medical Examiner-Coroner.

The Honorable Board of Supervisors

4/16/2019

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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:SH:ME:AH:jp

c: Executive Office, Board of Supervisors
Chief Executive Officer
County Counsel
Department of Medical Examiner-Coroner
Arts Commission