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Director

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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 November 12, 2019

CELIA ZAVALA  
EXECUTIVE OFFICER

November 12, 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:

**DEPARTMENT OF PARKS AND RECREATION  
ATHENS PARK EMERGENCY SHELTER AMERICANS WITH DISABILITIES ACT PROJECT  
APPROVE REVISED PROJECT BUDGET - APPROVE APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 87351  
SECOND DISTRICT - 3 VOTES**

**SUBJECT**

Approval of the recommendations will find the Athens Park Emergency Shelter Americans with Disabilities Act Project exempt from the California Environmental Quality Act, approve the revised Project budget, approve an appropriation adjustment, 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 proposed Athens Park Emergency Shelter Americans with Disabilities Act Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Approve the revised total project budget of \$210,000, from a previously adopted budget of \$150,000 to fully fund the remaining scope of work that is necessary for the proposed Athens Park Emergency Shelter Americans with Disabilities Act Project.
3. Authorize the Director of the Internal Services Department, or his designee, to deliver the Athens Park Emergency Shelter Americans with Disabilities Act Project using Board-approved Job Order Contracts.

4. Approve an appropriation adjustment to transfer \$60,000 from Various Americans with Disabilities Act Program Compliance Projects, Capital Project No. 87052, to the Athens Park Emergency Shelter Americans with Disabilities Act Project, Capital Project No. 87351, to fully fund the project.
5. 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 to 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 Athens Park Emergency Shelter Americans with Disabilities Act (ADA) Project (Project) exempt from the California Environmental Quality Act (CEQA), approve the increased Project budget, approve an appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the Project using Board-approved Job Order Contracts (JOCs).

The proposed Project is located at 12603 South Broadway Avenue in the City of Los Angeles.

On November 15, 2016, in response to allegations of discrimination against individuals with Disabilities and Access and Functional Needs (DAFN), the Board approved refurbishment projects at nine County Parks. The projects were designed to address and update these emergency shelter sites to be accessible to everyone and, especially, include and provide for the DAFN community in various emergency plans.

One such project approved by the Board on November 15, 2016 at Athens Park, Capital Project No. 87351, included scope of work to refurbish an exterior path of travel, accessible parking spaces, a primary entrance, a service counter, doors, a set of restrooms, a drinking fountain, signage, and other amenities of the Athens Park Gymnasium. The Board approved a total budget of \$150,000 for this Project, and while the majority of the Project's scope of work was completed, the portion of the Project that consisted of the parking lot and exterior path of travel refurbishments was not completed due to insufficient funds.

The proposed scope of work for the path of travel and parking lot refurbishments consists of resurfacing the existing asphalt and slurry sealing the accessible parking area to comply with accessibility guidelines, re-striping the parking stalls and International Symbol of Access (ISA) stencil lettering, re-installing directional, agency name, and contact information, accessible parking regulatory use, and ISA signage, and refurbishing 50 square feet of concrete in the north side of the gym and 20 feet of walkway on the west of the gym to level seams.

To complete the Project and receive approval from the Public Works Inspector, ISD is requesting your approval to increase the Project budget to complete the parking lot and path of travel refurbishments.

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

The County Strategic Plan directs the provisions of Goal II – Foster Vibrant and Resilient

Communities, Strategy II.2 – Support the Wellness of our Communities and Objective II.2.2 – Expand Access to Recreational and Cultural Opportunities and Goal III – Realize Tomorrow's Government Today, Strategy III.3 – Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability and Objective III.3.2 – Manage and Maximize County Assets. The recommendations support the Strategic Plan by investing in public infrastructure that will enhance recreational and cultural opportunities for County residents and visitors, promote equal access to County programs and activities for persons with disabilities, and improve the operational effectiveness of an existing County asset.

#### Green Building/Sustainable Design

Where applicable, ISD will design and construct projects to comply with Title 24 of the California Code of Regulations and support the Board's Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

### **FISCAL IMPACT/FINANCING**

The revised Project budget including construction, change order allowance, inspection/testing, plan check and permit, and ISD County services is \$210,000.

On November 15, 2016, the Board previously approved the project, Capital Project No. 87351 with a total budget of \$150,000, funded with prior year net County cost.

The proposed increased Project budget is funded with net County cost in an amount of \$60,000 from Various ADA Program Compliance Projects, Capital Project No. 87052, to the Athens Park Emergency Shelter ADA Project, Capital Project No. 87351, to fully fund the project.

Approval of the appropriation adjustment (Enclosure A) will transfer \$60,000 from the Various ADA Program Compliance Projects, Capital Project No. 87052 to the Athens Park Emergency Shelter ADA Project, Capital Project No. 87351, to fully fund the project.

Therefore, the total budget for the proposed Project will increase from \$150,000 to \$210,000.

#### Operating Budget Impact

The scope of work consists of refurbishments made to the parking lot and exterior path of travel to ADA access standards. Therefore, following the completion of the proposed Project, ISD does not anticipate any one-time start-up or additional ongoing costs as a result of the Project.

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

In accordance with the Board's Local and Targeted Worker Hire Policy, adopted on September 6, 2016, the proposed Project budget is less than \$500,000; therefore, the "Local Worker" and "Local Targeted Worker" labor hours are not required as part of the Project.

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004 and last amended on August 11, 2015, the Project is exempt from the one percent (1%) allocation of the design and construction

costs for the Civic Art Fund, because the estimate budget is less than \$500,000.

## **ENVIRONMENTAL DOCUMENTATION**

On November 15, 2016, the Board approved several emergency shelter improvements projects, including the Project. The remaining scope of work that needs to be completed consists of refurbishments made to the exterior path of travel and accessible parking spaces, as well as the installation of signage. This remaining scope of work is categorically exempt from CEQA. 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 the criteria set forth in Section 15301(f), 15304(a) and Section 15311(a), and (b) of the State CEQA Guidelines and Classes 1(i), (n), 4(a), 11(d), and (f) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G.

The proposed activities involve negligible or no expansion of an existing use. The project will not involve removal of healthy, mature scenic trees. In addition, based on the records of the proposed Project, it will comply with all applicable regulations, it is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historic resource that would make the exemptions inapplicable.

Upon the Board's approval of the proposed 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 Project was previously approved and authorized to be delivered via JOC. Therefore, the remaining scope of work on the exterior path of travel, parking lot, and signage will be performed by JOC as well.

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 applicable legal requirements, which among other things, includes Chapters 2.200 (Child Support Compliance Program) and 2.203 (Contractor Employee Jury Service Program) of the Los Angeles County Code, and Section 1774 of the California Labor Code pertaining to payment of prevailing wages.

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

Approval of the recommendations will have minimal impact on current County services.

**CONCLUSION**

Upon approval of the Board, Please return one adopted copy of this letter to the ISD Facilities Operations Service, the Chief Executive Office, Capital Programs Division, and the Department of Parks and Recreation.

Respectfully submitted,

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

SCOTT MINNIX

Director

SM:SH:ME:CM:sy

Enclosures

c: Executive Office, Board of Supervisors  
Chief Executive Officer  
County Counsel  
Department of Parks and Recreation

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 2019-20**

**3 - VOTES**

SOURCES		USES	
VARIOUS CAPITAL PROJECTS		PARKS AND RECREATION	
VARIOUS ADA PROGRAM COMPLIANCE PROJECTS		ATHENS PARK EMERGENCY SHELTER ADA PROJECT	
A01-CP-6014-65099-87052		A01-CP-6014-65043-87351	
CAPITAL ASSETS - B & I		CAPITAL ASSETS - B & I	
<b>DECREASE APPROPRIATION</b>	<b>60,000</b>	<b>INCREASE APPROPRIATION</b>	<b>60,000</b>

**SOURCES TOTAL \$ 60,000**

**USES TOTAL \$ 60,000**

**JUSTIFICATION**

This adjustment is necessary to transfer \$60,000 from Various ADA Program Compliance Projects, CP No. 87052, to fund the budget shortfall for Athens Park Emergency Shelter ADA Project, CP No. 87351.

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

18

NOV 12 2019

*James Yun*  
AUTHORIZED SIGNATURE JAMES YUN, MANAGER, CEO

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

*Celia Zavala*  
CELIA ZAVALA  
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

APPROVED AS REVISED

AUDITOR-CONTROLLER

BY *Lanfarn*

CHIEF EXECUTIVE OFFICER

BY *James Yun*

B.A. NO. 029

DATE Sept 13, 2019

DATE 10/3/19