



County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

November 20, 2007

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

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:
FIRE CAMP 14 SEPTIC SYSTEM UPGRADE AND NEW INMATE
RESTROOM/SHOWER PROJECT
SANTA CLARITA AREA; ESTABLISH CAPITAL PROJECT; APPROVE TOTAL
PROJECT BUDGET; APPROVE APPROPRIATION ADJUSTMENT
CATEGORICAL EXEMPTION; AWARD AGREEMENTS
CAPITAL PROJECT 88740; SPECS. 6897
(FIFTH DISTRICT) (3 VOTES)**

JOINT RECOMMENDATION WITH THE FIRE CHIEF:

1. Find that Fire Camp 14 Septic System Upgrade and New Inmate Restroom/Shower project is categorically exempt under the California Environmental Quality Act.
2. Establish Capital Project 88740 for the Fire Camp 14 Septic System Upgrade and New Inmate Restroom/Shower project.
3. Approve the total project budget for \$2,958,300.
4. Approve the appropriation adjustment to transfer \$300,000 from the Consolidated Fire District's Accumulated Capital Outlay Fund, services and supplies appropriation, to Capital Project 88740.
5. Authorize the Director of Public Works to manage and deliver design and construction of the Fire Camp 14 Septic System Upgrade and New Inmate Restroom/Shower project, on behalf of the Consolidated Fire Protection

District; to award and execute consultant agreements, amendments, and supplements related to this project within the same authority and limits delegated to the Director of Public Works by your Board for the County projects; to accept the project; and to release retention upon acceptance.

6. Award and authorize the Director of Public Works to execute an agreement with Rachlin Architects to provide design and construction administration services for the new inmate restroom/shower portion of the project for a fee not-to-exceed \$43,000 to be funded by Capital Project 88740.
7. Award and authorize the Director of Public Works to execute an agreement with WorleyParsons Komex to provide design and construction administration services for the septic system upgrade portion of the project for a fee not-to-exceed \$160,000 to be funded by Capital Project 88740.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will enable the Department of Public Works (Public Works) to proceed with the design of the Fire Camp 14 Septic System Upgrade and New Inmate Restroom/Shower project.

Fire Camp 14 is a California Department of Corrections rehabilitation center, which is located at 35100 San Francisquito Canyon Road in Santa Clarita. The camp houses 87 inmates that work in groups of 19 under the direction of a Fire District foreman. Built prior to 1960, the inmate bathroom provides nine showers that cannot accommodate the work groups in a timely manner. Further, the existing onsite sewage treatment and disposal system has deteriorated to the point that it is not capable of handling the current wastewater loads.

In fall 2005, the Fire District hired EeTec Engineering Services (EeTec) to provide design services for a new 2,000-square-foot inmate restroom/shower building that will accommodate 16 new showers that, with the existing showers, will allow an entire work group to shower at once and ease activity scheduling and camp management. EeTec performed the services required in that contract; however, additional services are required to fully complete the design. Due to their current workload and financial status, EeTec is unable to provide the necessary additional design service and construction administration support. The recommended agreement with Rachlin Architects will allow the construction documents to be completed and will provide construction administration services.

In the last several years, the camp's septic system has deteriorated and requires increased maintenance and system pumping. In fall 2006, the septic system failed resulting in a constant overflow of wastewater adjacent to the main leach field. Through a Board-approved agreement for as-needed architectural and engineering services, the Fire District retained WorleyParsons Komex (Komex) to evaluate and recommend solutions. Komex provided a report that indicated the system failed due to insufficient septic tank capacity to allow adequate time for the separation of septic solids from wastewater. In addition, septic system modification requires inclusion of an enhanced treatment system meeting the Department of Health Services requirements. The enhanced treatment system requires that specific testing be completed prior to development of a design to improve the water quality flowing into the leach fields.

For continuity, it is recommended that Public Works contract with Komex to conduct the testing analyses and design services. The recommended agreement with Komex will enable Public Works to proceed with the design of the septic system upgrade.

Following completion of the construction documents and jurisdictional approvals, we plan to return to your Board to adopt plans and specifications and advertise for bids to construct the project.

Sustainable Design Program

The project will support your Board's Sustainable Design Program by using efficient site selection, locally manufactured materials, water efficient plumbing fixtures, energy efficient lighting fixtures with light sensor controls, and photocell for outdoor lighting. There will be savings due to a reduction in electricity and water consumption as a result of the sustainable elements included in the design.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) by providing an environmentally sound facility. In addition, this project is an investment in public infrastructure.

FISCAL IMPACT/FINANCING

The recommended agreement with Rachlin Architects is for a fee not-to-exceed \$43,000. The recommended agreement with Komex is for a fee not-to-exceed \$160,000. Approving the attached appropriation adjustment (Attachment B) to transfer \$300,000 from the Fire District's Capital Projects Accumulated Capital Outlay Fund,

services and supplies appropriation, to the new Fire Camp 14 Septic System Upgrade and New Inmate Restroom/Shower project, C.P. 88740, will provide sufficient funding for the recommended agreements. There is no impact on net County cost.

The total proposed project cost, including plans and specifications, plan check, construction, change orders, consultant services, miscellaneous expenditures, and County services, is estimated at \$2,958,300.

The proposed Project Schedule and Budget Summary are included in Attachment A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Standard agreements, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of this agreement, Rachlin and Komex are willing to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language will be incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

As required by your Board, the project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund according to your Board's Civic Art Policy adopted on December 7, 2004.

Rachlin and Komex are in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

The proposed project has been reviewed and determined to be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with the State CEQA guidelines, Sections 15302 (c) and 15303 (c), and the County of Los Angeles

Environmental Procedures and Guidelines, Class 2 and Class 3, adopted by your Board on November 17, 1987. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

Rachlin was selected by the County through a competitive process to provide as-needed architectural/engineering (A/E) design services for various Fire District projects. On March 29, 2007, the Architectural Evaluation Board (AEB) recommended 15 firms to be considered for performing the professional services for various Fire District projects. On May 16, 2007, technical proposals for services were requested from these firms. On June 13, 2007, six firms submitted technical proposals for evaluation. The proposals were evaluated by a committee made up of representatives from Public Works, the Fire District, and the Chief Executive Office (CEO), who met to select a total of four A/E firms to provide as-needed A/E design services. Rachlin is one of the selected firms.

Rachlin agreed to provide these services for a fee not-to-exceed \$43,000. The fee has been reviewed by the CEO and Public Works and is considered reasonable for the scope of work.

On February 3, 1998, your Board requested that contract opportunities be listed on the Doing Business with Us website. However, these contract opportunities were not listed on the website because the AEB evaluation process was used. This process was established by your Board to ensure that firms are selected on an equitable and impartial basis to provide design and consultant services. Public Works uses the Doing Business with Us website to offer general consultant opportunities, and the AEB supplements its business listing of architectural firms from the website information.

Komex was selected by the Fire District through a competitive process. On July 26, 2005, the Fire District issued a request for Statement of Qualifications (SOQ) from interested A/E firms. Notice was posted on the Doing Business with Us website and published in 12 local community newspapers.

Thirty-one SOQs were received in response to the solicitation. Twenty-seven firms were accepted for consideration and forwarded to the Evaluation Panel. The evaluation panel, comprised of members from the Fire District's Construction and Maintenance Division, reviewed the responses based on the firm's qualifications and recommended 27 firms for final award of agreements, which was approved by your Board on December 13, 2005.

The Honorable Board of Supervisors
November 20, 2007
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Komex agreed to provide these services for a fee not-to-exceed \$160,000. The fee has been reviewed by the CEO and Public Works and is considered reasonable for the scope of work.

CONCLUSION

Please return one adopted copy of this letter to my office, Public Works (Project Management Division II) and Fire District (Construction and Maintenance Division).

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer



P. MICHAEL FREEMAN
Fire Chief

WTF:DLW:PMF
DL:JSE:DJT:SW

Attachment (2)

c: Auditor-Controller
County Counsel
Department of Public Works
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

November 20, 2007

ATTACHMENT A

**FIRE CAMP 14 SEPTIC SYSTEM UPGRADE AND NEW INMATE
RESTROOM/SHOWER PROJECT
SANTA CLARITA AREA
ESTABLISH CAPITAL PROJECT - C.P. 88740
SPECS. 6897**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Needs Assessment	N/A
Design Contract Execution Construction Document Submittal Jurisdictional Approval	11/20/07 05/19/08 07/17/08
Construction Bid and Award	10/29/08
Construction Substantial Completion Project Acceptance	06/25/09 08/24/09

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. No. 390-07

DEPARTMENT OF FIRE

September 27, ~~xx~~ 2007

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3-Vote
Fiscal Year 2007-08

SOURCES:

Fire Department - Capital Project ACO
Services & Supplies
J13-FR-2000-50099
\$ 300,000

USES:

Fire - Capital Project ACO
Camp 14
Fixed Assets - Bldg & Improvements
J13-CP-6014-65033-88740
\$ 300,000

Summary Total:

Sources:
\$ 300,000

Uses:
\$ 300,000

This Appropriation Adjustment is necessary to fund the septic system upgrade and new inmate restroom/shower building project for Camp 14.

Sonia Garcia, Supervisor A4111, FMD

CHIEF ADMINISTRATIVE OFFICER'S REPORT

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

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NOV 20 2007

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR—	ACTION	APPROVED AS REQUESTED	AS REVISED
	RECOMMENDATION	Oct 31, 2007 19	<i>[Signature]</i> CHIEF ADMINISTRATIVE OFFICER
AUDITOR-CONTROLLER BY		APPROVED (AS REVISED):	19
No. 035	Oct 2 2007	BOARD OF SUPERVISORS	
		BY	DEPUTY COUNTY CLERK