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CLICK HERE FOR ISD's REPORT DATED JUNE 15, 2011

County of Los Angeles
INTERNAL SERVICES DEPARTMENT
1100 North Eastern Avenue
Los Angeles, California 90063

TOM TINDALL
Director

Telephone: (323) 267-2101
FAX: (323) 264-7135

"To enrich lives through effective and caring service"

May 24, 2011

To: Each Supervisor

From: Tom Tindall
Director

Tom Tindall

Subject: **INTERIM REPORT ON ELEVATOR REPAIR COSTS (AGENDA OF MAY 17, 2011)**

On May 17, 2011, your Board directed ISD to identify the cost to install new elevator equipment in the Hall of Administration and the Stanley Mosk Courthouse. ISD will develop the requested cost estimates, work with the Chief Executive Office to identify funding recommendations, and report to your Board by June 15, 2011.

At the May 17 meeting, your Board also discussed the Hall of Administration elevator alarm systems and the 8th floor water leak that occurred on May 13, 2011. The remainder of this memo discusses these issues.

The Hall of Administration contains 11 elevators. ISD inspects each elevator on weekly and monthly schedules. The State inspects all elevators on an annual basis. The Hall's elevators meet applicable code requirements, as do all ISD-maintained elevators. All ISD-maintained elevators have audible alarms and in-cab telephones, which elevator passengers can activate to report problems to the County operator. Recently, ISD upgraded the audible alarm system in the Hall elevators to automatically alert the duty officer at the 2nd floor Sheriff's station. This should improve response time to entrapment incidents.

The May 13, 2011, water leak resulted from routine maintenance work to replace heating and air conditioning water coils located above the 8th floor ceiling. An ISD mechanic opened several coil drain lines to facilitate the re-filling of the systems and purge air from the pipes. As a result, the water overflowed drain pans located below each coil and leaked through the ceiling into work areas of the 2nd, 3rd and 4th Supervisorial District offices. We are reviewing this incident and will modify our maintenance routines accordingly.

We will report back to your Board with elevator cost estimates by June 15, 2011. If you have any questions, please contact me at 323-267-2101.

TT:tt

c: Chief Executive Officer
Deputy Chief Executive Officer, Operations Cluster
Executive Officer, Board of Supervisors
ISD Board Deputies

(Elevator Equipment Cost Estimate 5-24-11)

County of Los Angeles
INTERNAL SERVICES DEPARTMENT
1100 North Eastern Avenue
Los Angeles, California 90063

TOM TINDALL
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Telephone: (323) 267-2101
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"To enrich lives through effective and caring service"

June 15, 2011

To: Each Supervisor

From: Tom Tindall
Director by JC Jones

Subject: **ELEVATOR MODERNIZATION COST ESTIMATE (AGENDA OF MAY 17, 2011)**

On May 17, 2011, your Board directed ISD to identify the cost to install new elevator equipment in the Hall of Administration and the Stanley Mosk Courthouse. On May 24, 2011, ISD provided an interim status report (attached) to address several of your Board's questions. This memo provides our cost estimates to modernize the elevators at the two facilities.

As noted previously, the elevator systems in both buildings are on a regular maintenance program and meet current code requirements. However, this equipment has been in service for over 50 years and is due for replacement. ISD has developed cost estimates to modernize the elevator systems in the amount of $3.2 million for the Hall of Administration and $2.1 million for Stanley Mosk Courthouse.

The Chief Executive Office is in concurrence with the Hall of Administration elevator project, and has identified $3.2 million in extraordinary maintenance funding. Pending approval by your Board, ISD project management will work with your Board's Executive Office to schedule the work. We anticipate that this project will take approximately 20 months to complete. ISD will work with your Board offices and other departments at the Hall of Administration to minimize service interruptions during this project.

For the Stanley Mosk Courthouse elevators, ISD will work with the Administrative Office of the Courts to determine if funding is available.

If you have any questions, please contact me at 323-267-2101.

TT:TB
Attachment

c: Chief Executive Officer
Deputy Chief Executive Officer, Operations Cluster
Executive Officer, Board of Supervisors
ISD Board Deputies