



WILLIAM T FUJIOKA
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>

October 20, 2009

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:

**ALTERNATE PUBLIC DEFENDER:
COMPTON COURTHOUSE ROOM 201 REFURBISHMENT
ESTABLISH CAPITAL PROJECT
CAPITAL PROJECT NO. 86989
(SECOND DISTRICT) (3 VOTES)**

SUBJECT

Establish a new capital project for the refurbishment and reconfiguration of existing space within Room 201 of the Compton Courthouse Building to address a shortage of staff workstations for the Alternate Public Defender.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the project is categorically exempt from the California Environmental Quality Act (CEQA).
2. Establish Capital Project No. 86989 for the refurbishment and reconfiguration of existing space within Room 201 of the Compton Courthouse Building to address a shortage of staff workstations for the Alternate Public Defender.
3. Approve the project budget of \$450,000 funded by prior year departmental savings currently appropriated within the Capital Projects/Refurbishments Budget under Capital Project No. 86989.

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PURPOSE OF RECOMMENDED ACTION

Approval of these recommended actions will allow the refurbishment of Room 201 and create 16 workstations within the Compton Courthouse Building for use by the Alternate Public Defender (APD).

The additional space will provide work areas for staff added in the budget to handle the increased caseload in the Compton area. This space, formerly the law library, was made available by the Court and provides a less costly alternative to leased space. It also avoids costly attorney downtime when attorneys are housed outside the courthouse.

The space also allows the APD to relocate its Appellate and Capital Case Litigation Support Units to the courthouse where their services are especially needed due to the extreme increased caseload.

The proposed project consists of the design, refurbishment, and installation of new office furnishings within approximately 3,500 square feet of Room 201. New carpet, paint, electrical and communication services will be provided to the areas where the new workstations will be installed. The project will be jointly managed by the APD and the Internal Services Department (ISD). ISD will perform the space renovation activities and the modular furniture will be purchased from an approved County vendor. The improvements will take approximately six months to complete.

Green Building/Sustainable Design

This project will support the Board's Policy for Green Building/Sustainable Design (GB/SD) to the extent feasible by using building materials and furnishings that are partially composed of recycled materials. The recycled demolition materials will include natural fibers from old carpet. The use of recycled building materials and modular furniture supports the GB/SD Policy by reducing the amount of demolition materials that would be disposed in landfills; reducing the production of synthetic materials that contribute to carbon emissions; and reducing the consumption of natural resources.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goals of Fiscal Responsibility (Goal 4) and Organizational Effectiveness (Goal 3) by investing in infrastructure, which provides building renovations that will improve employee working conditions and enhance operations of the APD.

FISCAL IMPACT/FINANCING

The total project cost estimate is \$450,000, which includes the preparation of design drawings, construction services, County services, and the purchase and installation of modular furniture and furnishings.

The project is funded by net County cost savings from the Alternate Public Defender's 2008-09 Operating Budget under Salaries and Employee Benefits. The savings were a result of vacant budgeted staff positions and will provide sufficient funding for the project. These savings were appropriated within the Capital Projects/Refurbishments Budget under Capital Project No. 86989 and carried over into 2009-10.

The proposed project budget summary is shown under Attachment A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under the County's Civic Art Policy and Procedures approved by your Board in December 2004, and revised on November 18, 2008, this renovation project is exempt from providing and/or financing civic art since the total project costs are less than \$500,000.

The space currently occupied by the APD within the Compton Courthouse Building is not affected by the County's recent courthouse facility transfers to the State, which transfers affect only the portions of the courthouses that are occupied by the Superior Court or are common areas. Even when title to the building and grounds is transferred, expected in late 2009, the County will retain an equity stake in the property, based on its occupancy in the County department areas, such as Room 201.

ENVIRONMENTAL DOCUMENTATION

This project is categorically exempt as specified in CEQA Guidelines section 15301(a) and Appendix G, Class 1 subsection (d) of the County of Los Angeles Revised Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because it is limited to interior alterations to an existing structure involving no expansion of use beyond what previously existed.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services during the performance of the recommended refurbishment project.

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CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division; Alternate Public Defender; and the Internal Services Department.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:JF:SK
DJT:TJ:zu

Attachment

c: County Counsel
Alternate Public Defender
Auditor-Controller
Internal Services Department

ATTACHMENT A

**ALTERNATE PUBLIC DEFENDER:
COMPTON COURTHOUSE ROOM 201 REFURBISHMENT
ESTABLISH CAPITAL PROJECT
CAPITAL PROJECT NO. 86989**

I. PROJECT BUDGET SUMMARY

Budget Category	Project Budget
Plans and Specifications	\$35,000
Construction	
Alterations	\$249,000
Change Orders	\$ 36,000
Civic Art Fee	N/A
County Services (ISD)	\$ 87,000
Furniture/Workstations	\$43,000
TOTAL	\$450,000