



# 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>

WILLIAM T FUJIOKA  
Chief Executive Officer

July 17, 2012

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 PUBLIC WORKS:  
LOS ANGELES COUNTY FLOOD CONTROL DISTRICT  
IMPERIAL MAINTENANCE YARD REFURBISHMENT PROJECT  
APPROVE CAPITAL PROJECT, PROJECT BUDGET, AND  
APPROPRIATION ADJUSTMENT  
CAPITAL PROJECT NO. 88968  
(FIRST DISTRICT) (3 VOTES)**

**SUBJECT**

Approval of the recommended actions will authorize the Chief Engineer of the Los Angeles County Flood Control District to implement the proposed Imperial Maintenance Yard Refurbishment Project and approve an appropriation adjustment.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Imperial Maintenance Yard Refurbishment Project is categorically exempt from the provisions of the California Environmental Quality Act because the work involves minor alteration and retrofit of an existing building and demolition of an individual small structure, with no negligible expansion of an existing use, and for the reasons stated herein, and those reflected in the record of the proposed Project.
2. Approve the proposed Imperial Maintenance Yard Refurbishment Project, Capital Project No. 88968 with a total budget of \$938,000.

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

31 July 17, 2012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only**

3. Approve the appropriation adjustment in the amount of \$938,000, which will transfer Flood District Funds (B07) to the proposed Imperial Maintenance Yard Refurbishment Project, Capital Project No. 88968.
4. Delegate authority to the Chief Engineer of the Los Angeles County Flood Control District, or her designee, to manage and deliver the proposed Imperial Maintenance Yard Refurbishment Project using a Board-approved Job Order Contract.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find the proposed Imperial Maintenance Yard Refurbishment Project (Project) exempt from the California Environmental Quality Act (CEQA), approve the Project, and authorize the Department of Public Works (Public Works) to deliver the proposed Project.

The Flood Control District's Imperial Maintenance Yard (Imperial Yard) Administration Building located at 5525 East Imperial Highway in the City of South Gate is the headquarters for the Flood Control District South Maintenance Area. The Imperial Yard consists of two office buildings, the Administration Building, and a modular office trailer (Trailer), which houses staff responsible for maintenance of all flood protection and water conservation facilities within the South Area jurisdiction. The Trailer is old and dilapidated, and is no longer suitable for occupancy.

The proposed Project will include interior renovations to the Administration Building and demolition of the Trailer. The Administration Building's interior will be renovated to reconfigure the work space for better functionality and more efficient use of the existing area to accommodate displaced staff relocating from the Trailer. In addition, the proposed Project includes installation of new furniture, flooring, paint, and the air flow of the existing air conditioning system will be rebalanced to accommodate the renovations.

The construction documents for the proposed Project are being completed by Public Works Architectural Engineering Division. The proposed Project demolition and refurbishments will be performed using a Board-approved Job Order Contract (JOC).

### **Green Building/Sustainable Design Program**

The proposed Project supports the Board's Green Building/Sustainable Design Program because energy performance will be optimized by the upgrade and use of controllable lighting and heating, ventilation, and air conditioning systems. Material and resources will be conserved by maintaining interior walls and reusing existing furnishings to the extent feasible. Additionally, the paint, adhesives, and furniture are comprised of low-emission materials.

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

The recommendations support the Board-approved County Strategic Plan Goals of Operational Effectiveness (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents.

### **FISCAL IMPACT/FINANCING**

The total cost of the proposed Project, including plans and specifications, plan check, construction, furniture, equipment, consultant services, Civic Arts, and County services is \$938,000. The proposed Project Budget and Schedule are included in Attachment I.

Approval of the appropriation adjustment (Attachment II) will transfer \$938,000 from the Flood Control District's (B07) Capital Assets Infrastructure budget to the proposed Imperial Maintenance Yard Refurbishment Project, Capital Project No. 88968. There is no impact to net County cost.

### **Operating Budget Impact**

There will be no impact to the Public Works General Fund budget as a result of the recommended proposed Project.

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

Pursuant to the Board's Civic Art Policy adopted December 7, 2004, and revised on December 15, 2009, 1 percent of the design and construction cost of the proposed Project has been allocated to the Civic Art Fund.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed Project is categorically exempt from CEQA. The proposed Project, which includes minor alteration and retrofit of an existing building to meet current standards of public health and safety and demolition of an individual small structure falls within existing classes of projects that have been determined not to have a significant effect on the environment in accordance with Sections 15301(a) and (d) and 15302 the State CEQA Guidelines and Classes 1(a), (d) and (h) and 2(a) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The proposed Project involves no negligible expansion of an existing use. Additionally, there are no unusual circumstances or other limiting factors, which would make use of the exemptions inapplicable based on the proposed Project records.

The Honorable Board of Supervisors  
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Upon the Board's approval of the proposed Project, Public Works will file a Notice of Exemption with the Registrar-Recorder County/Clerk in accordance with Section 15062 of the State CEQA Guidelines.

### **CONTRACTING PROCESS**

Public Works will use in-house architects/engineers to provide design services for the proposed Project. Upon completion of the designs and permits, Public Works will proceed with renovations using a Board-approved JOC.

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

The proposed Project specifications require the JOC to coordinate the refurbishment schedule with the daily operations to minimize disruption. In addition, temporary facilities will be used for staff to minimize interference with daily operations.

### **CONCLUSION**

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division, and to the Department of Public Works, Flood Maintenance Division.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:RLR:DJT  
SW:VM:cvb

### **Attachments**

c: Executive Office, Board of Supervisors  
County Counsel  
Arts Commission  
Public Works

**DEPARTMENT OF PUBLIC WORKS:  
IMPERIAL MAINTENANCE YARD REFURBISHMENT PROJECT  
CAPITAL PROJECT NO. 88968**

**PROJECT SCHEDULE**

<b>Imperial Maintenance Yard Refurbishment Project</b>	<b>Completion Date</b>
Board Action to Authorize Project	07/17/2012
Construction Documents/Jurisdictional Approval	07/25/2012
Job Order Contract Notice to Proceed – Administration Building	08/27/2012
Substantial Completion – Administration Building	10/31/2012
Substantial Completion – Crew Building Demolition	11/15/2012
Final Project Acceptance and Closeout	02/28/2013

**PROJECT BUDGET SUMMARY**

<b>Project Activity</b>	<b>Proposed Budget</b>
Land Acquisition	\$ 0
<b>Construction</b>	
Purchase Order Contract (Flooring)	\$ 37,000
Job Order Contract	\$ 465,000
Change Orders/Contingency	\$ 60,000
Departmental Crafts Parks Department Trails	\$ 0
Construction Consultants	\$ 0
Telecomm Equip – Affixed to Building	\$ 0
Civic Arts (1% of Total Cost)	\$ 6,000
<b>Subtotal</b>	<b>\$ 568,000</b>
Programming/Development	\$ 0
Plans and Specifications*	\$ 0
<b>Consultant Services</b>	
Site Planning	\$ 15,000
DPW Engineering Services (AE Fees)	\$ 58,000
Geotech/Soils Report and Soils Testing	\$ 0
Material Testing	\$ 0
Cost Estimating	\$ 0
Topographic Surveys	\$ 0
Construction Management	\$ 0
Construction Administration	\$ 20,000
Environmental	\$ 0
Utilities/Change Order	\$ 0
<b>Other Expenditure:</b>	\$ 0
<b>Subtotal</b>	<b>\$ 93,000</b>
Miscellaneous Expenditures – Furniture	\$ 99,000
Jurisdictional Review/Plan Check/Permit	\$ 31,000
<b>County Services</b>	
Code Compliance Inspection	\$ 0
Quality Control Inspection	0
Design Review	\$ 15,000
Contract Administration	0
Gordian Group	\$ 21,000
Project Management Support Services	
ISD Job Order Contract Management	0
DPW Job Order Contract Management	\$ 25,000
Moving Cost	\$ 30,000
ISD Contract Compliance	0
Project Technical Support	\$ 22,000
Information Technology Phone/Data	\$ 34,000
<b>Subtotal</b>	<b>\$ 147,000</b>
<b>TOTAL</b>	<b>\$ 938,000</b>

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 690

DEPARTMENT OF PUBLIC WORKS

July 17, 2012

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 HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2012-13

3 - VOTES

SOURCES

USES

Public Works - Flood Control District General Fund
B07 - PW - 604A - 47000
Capital Assets - Infrastructure 938,000
DECREASE APPROPRIATION

Public Works - Flood
Imperial Maintenance Yard Refurbishment
B07 - CP - 6014 - 65032 - 88968
Capital Assets - Building and Improvements 938,000
INCREASE APPROPRIATION

SOURCES TOTAL: \$ 938,000

USES TOTAL: \$ 938,000

JUSTIFICATION

Budget adjustment reflects a decrease of \$938,000 to Flood Control District Fund and an increase of \$938,000 to Imperial Yard Refurbishment Capital Project No. 88968.

ADOPTED BOARD OF SUPERVISORS

AUTHORIZED SIGNATURE SABRA WHITE

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

31 JUL 17 2012

SACHI A. HAMAJ EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

- ACTION
RECOMMENDATION

- APPROVED AS REQUESTED
APPROVED AS REVISED

AUDITOR-CONTROLLER

BY [Signature]

CHIEF EXECUTIVE OFFICER

BY [Signature]

B.A. NO. 001

June 20 2012

June 21 2012