



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE

January 23, 2024

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:

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
MEDICAL EXAMINER – HIGH DESERT
FACILITY REPLACEMENT
ESTABLISH AND APPROVE CAPITAL PROJECT
APPROVE PROJECT BUDGET
APPROVE APPROPRIATION ADJUSTMENT
ADOPT, ADVERTISE, AND AWARD
CAPITAL PROJECT NO. 87890
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

SUBJECT

Public Works is seeking Board approval of the Medical Examiner – High Desert Facility Replacement and associated appropriation adjustment; and approval to adopt plans and specifications, advertise for construction bids, and authorize the award of the construction contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Medical Examiner – High Desert Facility Replacement exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the project.
2. Establish and approve the proposed Medical Examiner – High Desert Facility Replacement, Capital Project No. 87890, with a total project budget of \$4,200,000.

3. Approve an appropriation adjustment to transfer \$200,000 from the Coroner-Toxicology Refrigerator Refurbishment, Capital Project No. 87452, to the Medical Examiner – High Desert Facility Replacement, Capital Project No. 87890, to fully fund the proposed project.
4. Adopt plans and specifications that are on file with Public Works for the construction of the Medical Examiner – High Desert Facility Replacement, Capital Project No. 87890.
5. Instruct the Executive Officer of the Board to advertise the Medical Examiner – High Desert Facility Replacement for bids to be received and opened on March 6, 2024, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
6. Authorize the Director of Public Works or his designee to execute a consultant services agreement with the apparent lowest responsive and responsible bidder to prepare a baseline schedule for a \$2,000 not-to-exceed amount funded by the project funds.
7. Delegate authority to the Director of Public Works or his designee to make the determination that a bid is nonresponsive and to reject a bid on that basis; to award to the next lowest responsive and responsible bidder; to waive inconsequential and nonmaterial deficiencies in bids submitted; and to determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award. Upon such determination, authorize the Director of Public Works or his designee to award and execute a construction contract, in the form previously approved by County Counsel, to the apparent lowest responsive and responsible bidder, if the low bid can be awarded within the Board-approved budget for the Medical Examiner – High Desert Facility Replacement, to establish the effective date of the contract upon receipt by the Public Works of acceptable performance and payment bonds and evidence of required contractor insurance, and to take all other actions necessary and appropriate to deliver the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the Medical Examiner (ME) – High Desert Facility Replacement exempt from the California Environmental Quality Act (CEQA); approve an appropriation adjustment; adopt plans and specifications; advertise for construction bids; and authorize Public Works to award and execute a construction contract for the ME – High Desert Facility Replacement.

Background

The ME currently occupies a segment of the Antelope Valley Regional Office at the former High Desert Hospital Site located at 44900 6th Street West in Lancaster. Their current facility, located in a portion of the closed and vacant High Desert Hospital, is not conducive to sustaining their operations due to the aged facility infrastructure, several security issues, including vandalism and intrusion of the building. The security costs associated with addressing posed threats to the Department staff and equipment are not sustainable, and a Space Request was submitted to the Chief Executive Office in June 2021 to identify alternate locations to house ME High Desert operations.

The proposed project would relocate the ME's Antelope Valley Regional Office from the former High Desert Hospital site to an existing modular building situated at the northern part of the former Challenger Memorial Youth Center, located nearby at 5300 West Avenue I in Lancaster. This

existing modular building is adjacent to the parking lot outside the former Challenger Youth Center main facility and was previously used as staff sleeping quarters.

The project will allow ME to maintain service levels and response times to the community and area law enforcement agencies in the Lancaster and adjacent North County areas.

The proposed project consists of renovations to an existing approximately 3,600-square-foot modular building, construction of a new exterior building enclosure to house the crypt for decadent storage, and moving current operations to the renovated facilities. The renovations to the modular building would provide four offices; an evidence room, a conference room, storage, and a kitchenette. The new exterior building enclosure would house a 10-body crypt and future autopsy space, emergency generator, storage for 18 Conex cargo containers, as well as exterior items including a 10-foot-high security fence, pavement, site lighting, and security cameras.

Plans, specifications, and jurisdictional approvals have been completed. It is recommended that the Board adopt and advertise plans and specifications for construction bids as required by the Public Contract Code.

In order to expedite construction, it is recommended that the Board authorize Public Works to award and execute a construction contract with the lowest responsive and responsible bidder if the low bid can be awarded within the Board-approved budget noted within Enclosure A.

The proposed consultant services agreement requires the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification.

If approved, it is anticipated that construction of the ME – High Desert Facility Replacement will begin in March 2024 and be substantially complete in November 2024.

Green Building/Sustainable Design Program

The proposed project consists of renovations to an existing modular building, construction of a new building enclosure, and associated site work. The proposed project will support the Board's Policy for Green Building/Sustainable Design Program by recycling disposable material and by incorporating energy efficient products during construction.

Implementation of Strategic Plan Goals

These recommendations support the County's Strategic Plan: Strategy II.1, Drive Economic Development in the County; Strategy II.2, Support the Wellness of our Communities; Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, and Objective III.3.2, Manage and Maximize County Assets, by investing in public infrastructure that will improve services and facilities for County of Los Angeles residents.

The recommended actions support the Strategic Plan by supporting the wellness of our communities and enhancing the delivery of comprehensive and seamless services to the residents of the County.

FISCAL IMPACT/FINANCING

The total project budget for the proposed ME – High Desert Facility Replacement is \$4,200,000 and

includes plans and specifications, permit fees, construction, furniture and equipment, change order contingency, consultant services, inspection services, Civic Art, and County services. The Project Schedule and Budget Summary is included in Enclosure A.

A total of \$4,000,000 was previously approved by the Board in the Fiscal Year 2022-23 supplemental budget. Approval of the appropriation adjustment (Enclosure B) will transfer \$200,000 of prior net County cost from the completed Coroner-Toxicology Refrigerator Refurbishment, Capital Project No. 87452, to the Medical Examiner – High Desert Facility Replacement, Capital Project No. 87890. With the approval of the appropriation adjustment, sufficient appropriation will be available in the Fiscal Year 2023-24 Capital Projects/Refurbishment Budget, under Capital Project No. 87890, to fully fund the proposed project.

Operating Budget Impact

Following completion of the project, ME will fund ongoing maintenance and operational costs for the facility in the amount of \$66,000 with existing budgetary resources from its Operating Budget. There is no net County cost impact associated with the recommended actions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy, amended on August 4, 2020, the proposed project budget for the ME – High Desert Facility Replacement includes one percent of the design and construction costs to be allocated to the Civic Art fund, which is estimated at \$32,000.

The plans and specifications include the contractual provisions, methods, and material requirements necessary for the projects and are on file with Public Works' Business Relations and Contracts Division.

This proposed project is subject to Board Policy 5.270, Countywide Local and Targeted Worker Hiring.

ENVIRONMENTAL DOCUMENTATION

The proposed ME – High Desert Facility Replacement is categorically exempt from CEQA. The proposed project consists of repairs and upgrades to existing facilities, including reconfiguration of interior space and in-fill development. The project is within certain classes of projects that have been determined not to have a significant effect on the environment including Sections 15301 (a) and (i); 15302 (c); and 15332 of the State CEQA Guidelines and Classes 1 (d), (i), and (l); and 2 (e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The proposed project will not result in any significant effects relating to traffic, noise, air quality, or water quality, and it is adequately served by all required utilities and public services.

Additionally, based on the project record, it will comply with all applicable regulations and is not located in a sensitive environment, 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 the projects may cause a substantial adverse change in the significance of a historical resource that would make the exemptions inapplicable.

Upon the Board's approval of the proposed ME – High Desert Facility Replacement, Public Works

will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the California Public Resources Code and will post the notice to its website pursuant to Section 21092.2.

CONTRACTING PROCESS

Advertising for construction bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure C).

The contract opportunity will be listed on the "Doing Business with the County" and "Do Business with Public Works" websites. Public Works will also inform the local small business enterprises about this opportunity for those certified by the County of Los Angeles Department of Consumers and Business Affairs.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBE.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on current services at ME's High Desert Facility. The ME will remain fully operational during construction of the replacement facility.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,



MARK PESTRELLA, PE

Director

MP:GT:cg

Enclosures

- c: Department of Arts and Culture (Civic Art Division)
- Chief Executive Office (Capital Programs Division)
- County Counsel
- Executive Office
- Department of Medical Examiner

**CONSTRUCTION CONTRACT
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(3 VOTES)**

I. PROJECT SCHEDULE SUMMARY

Project Activity	Scheduled Completion Date
Design	December 2022*
Jurisdictional Approval	October 2023*
Construction Start	March 2024
Substantial Completion	November 2024
Final Acceptance	December 2024

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Budget Category	Total Project Budget
Owner Furnished Equipment and Furnishings	\$ 206,000
Construction	\$2,925,000
Construction Change Order	\$ 439,000
Civic Arts	\$ 32,000
Hard Cost Subtotal	\$3,602,000
Plans and Specifications	\$ 238,000
Consultant Services	\$ 61,000
Miscellaneous Expenditures	\$ 31,000
Jurisdictional Review	\$ 32,000
County Services	\$ 236,000
Soft Cost Subtotal	\$ 598,000
TOTAL PROJECT COST	\$4,200,000

PINK

BOARD OF SUPERVISORS
OFFICIAL COPY

BA FORM 10142022

January 23, 2024

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 2023-24

3 - VOTES

SOURCES		USES	
MEDICAL EXAMINER CORONER-TOXICOLOGY REFRIGERATOR REFURBISHMENT A01-CP-6014-65029-87452 CAPITAL ASSETS - B & I DECREASE APPROPRIATION	200,000	MEDICAL EXAMINER MEDICAL EXAMINER - HIGH DESERT FACILITY REPLACEMENT A01-CP-6014-65029-87890 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	200,000
SOURCES TOTAL	\$ 200,000	USES TOTAL	\$ 200,000

JUSTIFICATION

Reflects an appropriation adjustment to transfer \$200,000 from the completed Coroner-Toxicology Refrigerator Refurbishment, Capital Project No. 87452, to the Medical Examiner - High Desert Facility Replacement, Capital Project No. 87890, to fully fund the proposed project.

James Yun

Digitally signed by James Yun
Date: 2023.12.14 08:08:01 -08'00'

AUTHORIZED SIGNATURE

JAMES YUN, MANAGER, CEO

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

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION



RECOMMENDATION
Andrea Turner
Digitally signed by Andrea Turner
Date: 2023.12.14 08:51:48 -08'00'

AUDITOR-CONTROLLER

BY **Turner**

B.A. NO. **065**

DATE **12/14/23**

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

Matthew J. Diaz
Digitally signed by Matthew J. Diaz
Date: 2023.12.14 09:21:44 -08'00'

BY **Diaz**

DATE **12/14/23**

**CONSTRUCTION CONTRACT
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Public Works, Business Relations and Contracts Division, 900 South Fremont Avenue, 8th Floor, Alhambra, CA 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for materials, labor, and equipment required to complete construction for the following project:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>DATE OF BID OPENING</u>
5	7883	Medical Examiner – High Desert Facility Replacement	March 6, 2024

Copies of the project manual and drawings may be downloaded for free from the Public Works website <https://pw.lacounty.gov/contracts/opportunities.aspx>. For bid information, please call Mr. Joseph Chang of Business Relations and Contracts Division at (626) 300-2346. Bids will only be accepted electronically through BidExpress, a secure bidding service website, at www.bidexpress.com. To submit the bid electronically, register with BidExpress at least one week prior to the bid opening date. Once the bidder is registered, an invitation will be sent to the bidder to allow access to the Public Contracting and Asset Management bid opening. There is a nominal service fee to use BidExpress. Each bid shall be submitted no later than 10 a.m. on March 6, 2024. Bids will be opened, examined, and declared by Public Works on Microsoft Teams Conference Meeting at 2 p.m. on this date.

This information and link to access the bid opening will be posted on Public Works website on the project information link.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a valid California General Building (B) license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for the project. The contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the work of improvement in accordance with the Labor Code Section 1770 et seq. Copies of prevailing rate of per diem wages are on file at the Public Works' Business Relations and Contracts Division, which shall be made available to any interested party upon request.

PRE-BID CONFERENCE

Public Works, Project Management Division I, will hold a prebid conference/site visit on Monday, February 15, 2024, at 11 a.m., at the project site, 5300 West Avenue I, Lancaster, CA 93536 to provide information on the project, bidding process, and answer any questions that the potential bidders may have. Attendance is strongly recommended.

For further directions, please contact Mr. Chang at (626) 300-2346 or jochang@pw.lacounty.gov.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Americans with Disabilities Act Information



Individuals requiring reasonable accessibility accommodations may request written materials in alternate formats, physical accessibility accommodations, sign language interpreters, or other reasonable accommodations by contacting our departmental Americans with Disabilities Act Coordinator at (626) 458-4081, from 7:30 a.m. to 5 p.m., Monday through Thursday (excluding holidays). Persons who are deaf or hard of hearing may make contact by first dialing the California Relay Service at 7-1-1. Requests should be made at least one week in advance to ensure availability. When making a reasonable accommodation request, please reference PMI-3.

Información sobre la Ley de Estadounidenses con Discapacidades



Individuos que requieran acomodamiento razonable pueden solicitar materiales escritos en formatos alternativos, acomodamiento físico, intérpretes en lenguaje de señas Americano ú otros acomodamientos razonables comunicándose con nuestro Coordinador Departamental de la Ley de Estadounidenses con Discapacidades al (626) 458-4081, de 7:30 a.m. a 5 p.m., lunes a jueves (excluyendo días festivos). Personas con problemas auditivos pueden comunicarse primer marcando al Servicio de Difusión de California al 7-1-1. Solicitudes pueden hacerse por lo menos una semana antes para asegurar disponibilidad. Cuando se haga una petición razonable para acomodo, por favor mencione PMI-3.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated January 23, 2024.

CELIA ZAVALA, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS OF
THE COUNTY OF LOS ANGELES