



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC WORKS**

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

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

**ADOPTED**

IN REPLY PLEASE  
REFER TO FILE

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

February 27, 2024

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

57 February 27, 2024

JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

Dear Supervisors:

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
LYNWOOD LIBRARY REFURBISHMENT PROJECT  
APPROVE CAPITAL PROJECT AND BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE USE OF JOB ORDER CONTRACTING  
SPECS. 7865; CAPITAL PROJECT NO. 8A030  
(FISCAL YEAR 2023-24)  
(SUPERVISORIAL DISTRICT 4)  
(4 VOTES)**

**SUBJECT**

Public Works is seeking Board approval of the proposed Lynwood Library Refurbishment Project, approval of an appropriation adjustment, and authorization to deliver the proposed project using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Lynwood Library Refurbishment Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Approve the proposed Lynwood Library Refurbishment Project, Capital Project No. 8A030, with a total project budget of \$8,000,000.
3. Approve an appropriation adjustment to transfer \$331,000 in residual design funds from the

Project and Facility Development budget and an increase of \$4,200,000 in appropriation, offset by a corresponding increase in American Rescue Plan Act Coronavirus Local Fiscal Recovery Funds via American Rescue Plan's revenue loss provisions, to the proposed Lynwood Library Refurbishment Project, Capital Project No. 8A030; and \$3,300,000 from the Fourth Supervisorial District Community Programs budget as follows: \$2,900,000 to the proposed Lynwood Library Refurbishment Project, Capital Project No. 8A030, and \$400,000 to the LA County Library operating budget for procurement of furniture, fixtures, and equipment to fully fund the proposed project.

4. Authorize the Director of Public Works or his designee to deliver the proposed project using a Board-approved Job Order Contract.

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

Approval of the recommended actions will find the proposed Lynwood Library Refurbishment Project is exempt from the California Environmental Quality Act (CEQA); approve the capital project, project budget, and associated appropriation adjustment; and authorize Public Works to deliver the proposed project using a Board-approved Job Order Contract (JOC).

The Lynwood Library is located at 11320 Bullis Road, Lynwood, CA 90262. The single story, approximately 12,000-square-foot building, was built in 1977 and consists of a community room, an adult reading area, a teen area, a children's area, and a staff work area. No significant upgrades or improvements have been made to the facility since the original construction.

The proposed project would remodel and refurbish the library to provide improved library facilities and services to the residents and visitors in the City of Lynwood. The work would include repair and remodel of the building's electrical, mechanical, plumbing, low voltage, information technology, telecommunication systems, and interior finishes; replacement of the interior lighting, signage, bookshelves, and furniture; refurbishment of the public restrooms to meet current Americans with Disabilities Act accessibility guidelines; and repair and modification of the roof structure to incorporate a large skylight that will provide more natural lighting in the library. The refurbished library would include a customer service desk, an adult reading area, a teen area, a children's area, an enlarged community room, two group study rooms, express-service self-checkout machines, public access computers, and Wi-Fi internet access.

Public Works is utilizing a Board-approved on-call consultant to prepare the design and is seeking approval from the Board to carry out the construction using a Board-approved JOC if the project is approved. It is anticipated that construction would begin in April 2024 with the demolition work while the necessary plan check approvals are being obtained and be completed by August 2025.

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

The proposed project will support the Board's Green Building/Sustainable Design Program by incorporating water and energy efficient plumbing, mechanical, and electrical equipment and fixtures as part of the project.

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

These recommendations support the County's Strategic Plan: Strategy II.2, Support the Wellness of our Communities, Objective II.2.2, Expand Access to Recreational and Cultural Opportunities; and Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2, Manage and Maximize County Assets, by investing in public infrastructure that will enhance

recreational and cultural opportunities for County residents and visitors and improve the operational effectiveness of an existing County asset.

### **FISCAL IMPACT/FINANCING**

The proposed project budget is estimated at \$8,000,000 and includes design, plan check, consultant services, construction, change order contingency, furniture, fixtures, equipment, Civic Art, and County services. The proposed Project Schedule and Budget Summary are included in Enclosure A.

The design phase funding of \$500,000 was derived from Fourth Supervisorial District discretionary funds transferred to the Project and Facility Development budget, and \$169,000 was expended in Fiscal Year 2022-23. Approval of the enclosed appropriation adjustment (Enclosure B) will transfer the \$331,000 in residual design funds from the Project and Facility Development budget and an increase of \$4,200,000 in appropriation, offset by a corresponding increase in American Rescue Plan Act Coronavirus Local Fiscal Recovery Funds via American Rescue Plan's revenue loss provisions, to the proposed Lynwood Library Refurbishment Project, Capital Project No. 8A030; and \$3,300,000 from the Fourth Supervisorial District Community Programs budget as follows: \$2,900,000 to the proposed Lynwood Library Refurbishment Project, Capital Project No. 8A030; and \$400,000 to the LA County Library operating budget for procurement of furniture, fixtures, and equipment to fully fund the proposed project.

#### Operating Budget Impact

Following completion of the proposed project, if approved, LA County Library would fund the additional associated maintenance and operational costs for the facility with existing budgetary resources from its Operating Budget.

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

In accordance with the Board's Civic Art Policy amended on August 4, 2020, the proposed project budget includes one percent of the eligible design and construction costs for the Civic Art Allocation, which is estimated at \$56,000.

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

LA County Library would work with the Internal Services Department, as the County's purchasing agent, to process a Purchase Order through a master vendor agreement for the furniture, fixtures, and equipment procurement and installation.

The Internal Services Department is managing the design of the upgraded low-voltage, information technology, and telecommunication systems and would carry out the installation through a Telecommunications Equipment and Services Master Agreement.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed project is categorically exempt from CEQA. The proposed project consists of refurbishing the library building and is within certain classes of projects that have been determined not to have a significant effect on the environment. The project meets the criteria set forth in Sections 15301 (a), (d), and (l); 15302 (c); and 15303 of the State CEQA Guidelines and Classes 1

(c), (d), (h), and (i); 2; and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The proposed project provides for repair, refurbishment, and minor alterations of existing facilities involving negligible or no expansion of an existing use and where replacement features will have the same purpose and capacity.

Additionally, the proposed project will comply with all applicable regulations, is not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that the proposed project 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 recommended actions, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk and the State Office of Planning and Research in accordance with Section 21152 of the California Public Resources Code and will post the notice to its website in accordance with Section 21092.2.

### **CONTRACTING PROCESS**

Public Works is utilizing a Board-approved, on-call consultant to prepare the design and is requesting Board authorization to carry out the construction using a Board-approved JOC.

The proposed project scope includes substantial remodeling, alteration, and refurbishment work, and Public Works has made the determination that the use of a JOC is the most appropriate contracting method to deliver the proposed project.

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

Approval of the recommended actions will have no impact on current County services or projects. The Lynwood Library would be closed during construction. The LA County Library would provide temporary library services during construction at other nearby libraries and other suitable locations.

**CONCLUSION**

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

Respectfully submitted,



MARK PESTRELLA, PE

Director

MP:AR:sl

Enclosures

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

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
LYNWOOD LIBRARY REFURBISHMENT PROJECT  
APPROVE CAPITAL PROJECT AND BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE USE OF JOB ORDER CONTRACTING  
SPECS. 7865; CAPITAL PROJECT NO. 8A030  
(FISCAL YEAR 2023-24)  
(SUPERVISORIAL DISTRICT 4)  
(4 VOTES)**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Construction Documents	02/29/2024
Jurisdictional Approvals	06/30/2024
Construction Award (Job Order Contract)	03/15/2024
Construction Start	04/01/2024
Substantial Completion	08/31/2025
Project Acceptance	11/30/2025

**II. PROJECT BUDGET SUMMARY**

<b>Project Activity</b>	<b>Proposed Budget</b>
Construction	\$5,365,000
Furniture, Fixtures, and Equipment	\$ 400,000
Telecommunication Systems	\$ 400,000
Civic Art	\$ 56,000
Plans and Specifications	\$ 800,000
Consultant Services	\$ 40,000
Miscellaneous Expenditures	\$ 51,000
Jurisdictional Review/Plan Check/Permits	\$ 260,000
County Services	\$ 628,000
<b>TOTAL</b>	<b>\$8,000,000</b>

PINK

BA FORM 10142022

BOARD OF SUPERVISORS  
OFFICIAL COPY

February 27, 2024

COUNTY OF LOS ANGELES

**REQUEST FOR APPROPRIATION ADJUSTMENT**

BOARD OF SUPERVISORS

**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**

**4 - VOTES**

**SOURCES**

**USES**

BA DETAIL - SEE ATTACHMENT PAGE 1

BA DETAIL - SEE ATTACHMENT PAGE 1

**SOURCES TOTAL** \$ 8,231,000

**USES TOTAL** \$ 8,231,000

**JUSTIFICATION**

To recognize \$4.2M of American Rescue Plan (ARP) Coronavirus Local Fiscal Recovery Funds (CLFRF) for the Lynwood Library Refurbishment Project, Capital Project (CP) 8A030 via ARP's revenue loss provisions, the transfer of \$331K from the PFD budget to CP 8A030, and the transfer of \$3.3M from the Fourth Supervisorial District Community Programs budget: \$2.9M to CP 8A030, and \$400K to LA County Library's operating budget for furniture fixtures and equipment.

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES  
#57 FEB 27 2024

**Ramon Rodarte**

Digitally signed by Ramon Rodarte  
Date: 2024.01.16 15:39:59 -08'00'

**AUTHORIZED SIGNATURE**

Ramon Rodarte, Assist. Chief, Fiscal Ser.

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



JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

REFERRED TO THE CHIEF  
EXECUTIVE OFFICER FOR---

ACTION

**RECOMMENDATION**  
**Andrea**  
Digitally signed by  
Andrea Turner  
Date: 2024.01.17  
09:11:24 -08'00'

AUDITOR-CONTROLLER

BY **Turner**  
DATE **1/17/24**

B.A. NO. **087**

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

**Matthew J. Diaz**  
Digitally signed by  
Matthew J. Diaz  
Date: 2024.01.23  
09:47:00 -08'00'

BY **Diaz**  
DATE **1/23/24**

COUNTY OF LOS ANGELES  
Request for Appropriation Adjustment

FY 2023-24  
4 - VOTES

SOURCES	USES
<p><b>PSS-INDIGENT AID</b> A01-SS-90-90WQ-26300-26460 ARP - GENERAL GOVERNMENT SERVICES <b>INCREASE REVENUE</b></p>	<p>LA COUNTY LIBRARY <b>LYNWOOD LIBRARY REFURBISHMENT PROJECT</b> A01-CP-6014-65044-8A030 CAPITAL ASSETS - B &amp; I <b>INCREASE APPROPRIATION</b></p>
<b>4,200,000</b>	<b>7,431,000</b>
<p><b>PROJECT AND FACILITY DEVELOPMENT</b> A01-CF-2000-10190 SERVICES &amp; SUPPLIES <b>DECREASE APPROPRIATION</b></p>	
<b>331,000</b>	
<p><b>BOARD OF SUPERVISORS</b> A01-BS-2000-10010 SERVICES &amp; SUPPLIES <b>DECREASE APPROPRIATION</b></p>	<p><b>PROJECT AND FACILITY DEVELOPMENT</b> A01-CF-6100-10190 OTHER FINANCING USES <b>INCREASE APPROPRIATION</b></p>
<b>3,300,000</b>	<b>400,000</b>
<p><b>LA COUNTY LIBRARY</b> B06-PL-96-9911-41200 OPERATING TRANSFERS IN <b>INCREASE REVENUE</b></p>	<p><b>LA COUNTY LIBRARY</b> B06-PL-2000-41200 SERVICES &amp; SUPPLIES <b>INCREASE APPROPRIATION</b></p>
<b>400,000</b>	<b>400,000</b>
<b>SOURCES TOTAL</b>	<b>USES TOTAL</b>
<b>\$ 8,231,000</b>	<b>\$ 8,231,000</b>

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

57 February 27, 2024



JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

BA087  
1/17/24