

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

25 April 23, 2024


JEFF LEVINSON
INTERIM EXECUTIVE OFFICER

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MICHAEL OWH
Interim Director

County of Los Angeles
INTERNAL SERVICES DEPARTMENT

1100 North Eastern Avenue
Los Angeles, California 90063

Speed. Reliability. Value.

April 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:

**LA COUNTY LIBRARY
LA COUNTY LIBRARY HEADQUARTERS FIRE RESTORATION PROJECT
CATEGORICAL EXEMPTION
APPROVE REVISED PROJECT BUDGET AND SCOPE
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 4 - 4 VOTES)**

SUBJECT

Approval of the recommended actions will increase the project budget and scope and approve the associated appropriation adjustment to fully fund the project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the recommended actions are within the scope of the previous exemptions and finding of exemption from the California Environmental Quality Act for the previously approved LA County Library Headquarters Fire Restoration Project.
2. Approve the additional scope and revised project budget of \$26,425,000, which reflects an increase of \$10,994,000 from the previously Board-approved amount of \$15,431,000, for the LA County Library Headquarters Fire Restoration Project, Capital Project No. 89160.

3. Approve the appropriation adjustment to transfer \$7,395,000 from the LA County Library Operating budget to the LA County Library-Accumulative Capital Outlay Fund, LA County Library Headquarters Fire Restoration Project, Capital Project No. 89160, to fully fund the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the project and associated activities within the previous exemption findings under the California Environmental Quality Act (CEQA). The recommended actions will also approve the revised project budget and scope and approve an appropriation adjustment for the LA County Library Headquarters Fire Restoration Project to fully fund the project.

On November 2021, a fire occurred at the LA County Library Headquarters, located at 7400 Imperial Highway, Downey, CA 90242. The fire and resulting water and smoke damage due to fire suppression activities, caused extensive damage throughout the facility. The initial remediation efforts were completed in April 2023, which included the remediation and removal of hazardous materials, damaged building components and property which resulted from the fire and the efforts to extinguish the fire. The value of this scope was \$2,628,390 and was funded from the LA County Library's operating budget.

On September 26, 2023, the Board approved the LA County Library Headquarters Fire Restoration Project which provided necessary repairs and renovations to enable occupancy and use of the LA County Library Headquarters by restoring the fire-damaged building to its pre-loss condition, while also incorporating necessary code-required upgrades. The total project cost was \$15,431,000 and was funded from LA County Library's operating budget.

The proposed increased scope includes tenant improvements, such as the reconfiguration of existing warehouse space, installation of secured storage space, sound baffling, and floor preparation for the installation of library equipment; the purchase of furniture, fixtures, and equipment (FF&E); installation of low voltage and security upgrades, book sorting equipment, specialty finishes, communication systems, signage, and warehouse shelving. This increased scope will enhance operational efficiencies and optimize building utilization with warehousing space on the first-floor, eliminating the need for an off-site leased warehouse; a new book sorter that will improve efficiencies, accuracy, saving space and provide delivery data insights; and other operational improvements to enhance security and energy efficiency.

The estimated project duration is approximately 27 months, which includes construction and project completion.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: Goal II. Foster Vibrant and Resilient Communities, Strategy II.2 – Support the Wellness of our Communities, Objective II.2.2 Expand Access to Recreational and Cultural Opportunities, and Goal III. Realize Tomorrow's Government Today, 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 the recreational and cultural opportunities for County residents and visitors and improve the operational effectiveness of an existing County asset.

Green Building/Sustainable Design Program

The proposed increased scope would support the Board's Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

The proposed increased scope would be designed and constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State. When possible, ISD will document all Title 24 related improvements that qualify for Leadership in Energy and Environmental Design (LEED) building points to apply toward future LEED certification for the County building.

FISCAL IMPACT/FINANCING

The revised project budget, including design, consultant services, Civic Art allowance, construction, change order contingency, County services and FF&E, is estimated at \$26,425,000, which is \$10,994,000 more than the previously Board-approved project budget of \$15,431,000 (Enclosure A). The estimated Job Order Contracts (JOC) construction value for the revised scope of work will be \$1,126,000, and the estimated Master Agreement value will be \$3,250,000.

Approval of the enclosed appropriation adjustment (Enclosure B) would transfer \$7,395,000 from the LA County Library's operating budget to the LA County Library-Accumulative Capital Outlay Fund, LA County Library Headquarters Fire Restoration Project, Capital Project No. 89160. A total of \$3,599,000 will remain in the LA County Library's Operating budget to be used for the project's FF&E and the procurement of a new book sorter (\$1,599,000 and \$2,000,000, respectively), to fully fund the project.

Funding for the design and consultant services costs related to this additional scope in the amount of \$600,000 was previously funded from the LA County Library's operating budget. In fiscal years 2022-23 and 2023-24, LA County Library received a total of \$4,056,468 from insurance claims which was used to offset these costs, in addition to initial remediation efforts. The County continues to work with the insurers for additional displacement and restoration claim settlement.

Operating Budget Impact

The scope of work consists of repairs and remodeling to an existing space. Therefore, following the completion of the project, LA County Library does not anticipate any one-time start-up or additional ongoing costs as a result of the project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Local and Targeted Worker Hire Policy, updated on May 17, 2023, the Project has a mandatory hiring requirement of at least thirty percent (30%) Local Workers and 10 percent (10%) Targeted Workers.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 4, 2020, the Project budget includes one percent (1%) of eligible design and construction costs, in the amount of \$47,000, which is an increase of \$10,000 from the previously approved Civic Art allocation, to be allocated to the Civic Art Fund.

In accordance with the Board's All-Gender Restroom Policy, at least one percent (1%) of the total required toilet fixture count, but no fewer than one (1) toilet fixture, shall be provided in an All-Gender restroom.

ENVIRONMENTAL DOCUMENTATION

On September 26, 2023, the Board approved and found the project exempt from CEQA. The additional scope of work consists of tenant improvements and installation of equipment at an existing facility. The recommended actions, including the changes to the previously approved project scope, are therefore within the scope of the impacts analyzed in the previous exemptions which included State CEQA Guidelines Sections 15301(a), and (d), 15302, and 15303, and Classes 1(c) and (d), 2, and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because the work includes repairs and minor alterations to existing public facilities with negligible or no expansion of use, replacement of features with the same purpose and capacity, placement of small equipment and accessory structures, and installation of equipment at existing facilities.

Upon the Board's approval of the proposed project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk and with the State Clearinghouse in the 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

On September 26, 2023, the Board authorized the Internal Services Department (ISD) to carry out the construction using Board-approved JOC, Master Agreements, and Purchase Orders. The increased scope will be delivered as part of the ongoing construction with the Board-approved JOCs, and Master Agreements.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will have minimal impact on current County services.

CONCLUSION

Please return one adopted copy of the Board letter to the following: ISD Operations Service, the Chief Executive Office – Capital Programs Division, and LA County Library.

The Honorable Board of Supervisors

4/23/2024

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. OWH', with a stylized flourish at the end.

MICHAEL OWH

Interim Director

MO:ME:TD:sy

Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Officer
County Counsel
Arts and Culture (Civic Art Division)
LA County Library

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	LIB HQ Fire Restoration
CAPITAL PROJECT NO. :	89160

I. PROJECT SCHEDULE		
Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	In progress	June 2024
Jurisdictional Approval	3 months following Board approval	July 2024
Award Construction Contract	4 months following Board approval	Aug 2024
Substantial Completion	21 months following Board approval	Jan 2026
Project Acceptance	27 months following Board approval	July 2026

II. BUDGET SUMMARY	
Budget Category	Proposed Budget
Construction	
Construction	\$ 4,376,000.00
Change Orders (Contingency)	\$ 925,000.00
Subtotal	\$ 5,301,000.00
Civic Art (if not exempt)	\$ 10,000.00
Plans and Specifications	\$ 185,000.00
Jurisdictional Review/Plan Check/Permits	\$ -
County Services (ISD Indirect)	\$ 1,899,000.00
Total Project Budget	\$ 7,395,000.00
FFE	\$ 1,599,000.00
Library Requests (Separate Work Orders & PO's)	\$ 2,000,000.00
Total Project Budget w/ FFE & Library Requests	\$ 10,994,000.00

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BA FORM 10142022

BOARD OF SUPERVISORS
OFFICIAL COPY

April 23, 2024

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF LA COUNTY LIBRARY

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

LA COUNTY LIBRARY
B06-PL-2000-41200
SERVICES & SUPPLIES
DECREASE APPROPRIATION **7,395,000**

LA COUNTY LIBRARY
B06-PL-6100-41200
OTHER FINANCING USES
INCREASE APPROPRIATION **7,395,000**

LA COUNTY LIBRARY - A.C.O FUND
LA COUNTY LIBRARY HEADQUARTERS FIRE RESTORATION PROJECT
J12-CP-96-9919-65052-89160
OPERATING TRANSFERS IN - CAPITAL PROJECTS
INCREASE REVENUE **7,395,000**

LA COUNTY LIBRARY - A.C.O FUND
LA COUNTY LIBRARY HEADQUARTERS FIRE RESTORATION PROJECT
J12-CP-6014-65052-89160
CAPITAL ASSETS - B & I
INCREASE APPROPRIATION **7,395,000**

SOURCES TOTAL **\$ 14,790,000**

USES TOTAL **\$ 14,790,000**

JUSTIFICATION

Reflects the transfer of \$7,395,000 from the LA County Library Operating budget to the LA County Library-Accumulative Capital Outlay Fund, LA County Library Headquarters Fire Restoration Project, Capital Project No. 89160, to fund increased project budget.

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Grace Reyes

Digitally signed by Grace Reyes
Date: 2024.04.09 10:11:56 -07'00'

AUTHORIZED SIGNATURE

Grace Reyes, LA County Library

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

25 April 23, 2024

JEFF LEVINSON
INTERIM EXECUTIVE OFFICER

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---

ACTION

RECOMMENDATION

AUDITOR-CONTROLLER

BY **Lan Sam**
Digitally signed by Lan Sam
Date: 2024.04.09 14:30:33
-07'00'

B.A. NO. **212**

DATE **4/9/24**

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

Matthew J. Diaz

BY

DATE **4/10/24**

Digitally signed by Matthew J. Diaz
Date: 2024.04.10 08:00:52 -07'00'