



MICHAEL OWH  
Director

County of Los Angeles  
**INTERNAL SERVICES DEPARTMENT**  
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*Speed. Reliability. Value.*

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**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

37 October 8, 2024

EDWARD YEN  
EXECUTIVE OFFICER

October 08, 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:

**CHIEF EXECUTIVE OFFICE  
LA PLAZA DE CULTURA Y ARTES ROOF AND EXTERIOR WALL REPAIR  
CATEGORICAL EXEMPTION  
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A069  
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT  
AUTHORIZE USE OF JOB ORDER CONTRACT  
(FY 2024-25)  
(SUPERVISORIAL DISTRICT 1 - 3-VOTES)**

**SUBJECT**

Approval of the recommendations will find the LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 8A069, approve the project budget and appropriation adjustment, and authorize the Director of the Internal Services Department, or designee, to deliver the proposed project using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Establish and approve the proposed LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair Project, Capital Project No. 8A069 with a total budget of \$3,288,000.

3. Approve an appropriation adjustment to transfer \$3,210,000 from the Extraordinary Maintenance budget to the LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair, Capital Project No. 8A069.
4. Authorize the Director of the Internal Services Department, or designee, to deliver the LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair using a Board-approved Job Order Contract.

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

Approval of the recommendations will find the proposed LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 8A069, approve the project budget and appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the proposed Project using a Board-approved Job Order Contract (JOC).

The proposed project will repair the existing roof and exterior wall façade of the LA Plaza De Cultura Y Artes (LA Plaza) plaza house, Vickrey-Brunswig, and shop buildings located at 501 N Main St, Los Angeles, CA 90012. LA Plaza is a community hub which celebrates and promotes Latinx culture through various exhibitions and programs. Water has been leaking into the LA Plaza building which will be addressed by replacing the existing roofing assemblies and patching up the exterior walls.

The proposed repair work includes the removal and replacement of the existing roof assembly, structural deck, drains, sheathing, flashing, coping, curbs, window sealant, doors with associated door hardware and frames, door headers, painting, window sealant, bricks, mortar, and waterproof brick sealer.

The estimated project duration will be approximately two (2) months which includes construction and project completion.

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

These recommendations support the County Strategic Plan: North Star 3: Realize Tomorrow's Government Today, Focus Area Goal G: Internal Controls and Processes, Strategy ii. Manage and Maximize County Assets by investing in public infrastructure that will improve the operational effectiveness of an existing County asset.

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

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

The project 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 total cost for the proposed Project is currently estimated at \$3,288,000, which includes design, construction, change order allowance, inspection/testing, civic art allocation, and ISD county services (Enclosure A). Pre-construction costs of approximately \$78,000 were previously paid and funded through the Extraordinary Maintenance budget in FY 2023-24.

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer \$3,210,000 from the Extraordinary Maintenance budget to the LA Plaza De Cultura Y Artes Roof and Exterior Wall Repair, Capital Project No. 8A069, to fully fund the proposed Project.

### Operating Budget Impact

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

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

In accordance with the Board's Local and Targeted Worker Hire Policy, updated on May 17, 2023, the proposed Project will have 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 proposed Project budget includes one percent (1%) of eligible design and construction costs, in the amount of \$8,000, to be allocated to the Civic Art Fund.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed Project is categorically exempt from CEQA. The scope of work consists of repairs to an existing roofing assemblies and exterior walls. Therefore, the work is within certain classes of projects that have been determined not to have a significant effect on the environment in that it will meet the criteria set forth in Sections 15301(d), 15302, 15303, and 15331 of the State CEQA Guidelines and Classes 1(c), 2, and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because it 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, installation of equipment at existing facilities, and the project will comply with the Secretary of the Interior's Standards for Rehabilitation standards to ensure that the project would not adversely affect character defining elements of the Plaza House, Vickrey-Brunswig Building, and shop buildings.

In addition, based on the records of the proposed project, it will comply with all applicable regulations, it is not in a sensitive environment and 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 it may cause a substantial adverse change in the significance of a historic resource that would make the exemptions inapplicable.

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**

The proposed Project will be delivered using an ISD Board-approved JOC for the construction. The standard Board-directed clauses, including those that provide for contract termination and hiring qualified displaced county employees, are included in all JOCs.

The JOCs contain the Board's required provisions including those pertaining to consideration of qualified County employees targeted for layoffs, as well as qualified GAIN/GROW participants for employment openings, compliance with the Jury Service Ordinance, Safely Surrendered Baby Law, and the Child Support program.

The JOC contractor who will perform the work is required to fully comply with applicable legal requirements, which among other things, include Chapters 2.200 (Child Support Compliance Program) and 2.203 (Contractor Employee Jury Service Program) of the Los Angeles County Code, and Section 1774 of the California Labor Code pertaining to payment of prevailing wages.

For this Project, ISD has made the determination that the use of a JOC is the most appropriate contracting method to perform the tasks involved. Specifically, to the extent the project entails repair, remodeling, refurbishment, or alteration, and the cost of such project exceeds \$50,000, such project would have to be performed via a competitively-procured construction contract, such as a JOC, not by county employees, due to the "Force Account" limitations set forth in the Public Contract Code.

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

Approval of the recommendations will have minimal impact on current county services. The project will be phased accordingly to minimize disruptions to current services during the construction phase.

### **CONCLUSION**

Please return one adopted copy of the board letter to ISD Operations Service and the Chief Executive Office – Capital Programs Division.

The Honorable Board of Supervisors

10/8/2024

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Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael OWH", with a circular flourish at the end.

MICHAEL OWH

Director

MO:ME:TD:sy

Enclosures

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

**PROJECT INFORMATION SHEET  
SCHEDULE AND BUDGET SUMMARY**

<b>PROJECT :</b>	<b>LA Plaza De Cultura Y Artes Roof and Exterior Walls Repair</b>
<b>CAPITAL PROJECT NO. :</b>	<b>8A069</b>

<b>I. PROJECT SCHEDULE</b>		
<b>Project Activity</b>	<b>Duration</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	Complete	July 2024
Jurisdictional Approval	Complete	Sept 2024
Award Construction Contract	1 months following Board approval	Oct 2024
Substantial Completion	3 months following Board approval	Jan 2025
Project Acceptance	4 months following Board approval	Feb 2025

<b>II. BUDGET SUMMARY</b>	
<b>Budget Category</b>	<b>Proposed Budget</b>
Construction	
Construction	\$ 2,185,000.00
Change Orders (Contingency)	\$ 242,000.00
<b>Subtotal</b>	<b>\$ 2,427,000.00</b>
Civic Art (if not exempt)	\$ 8,000.00
Plans and Specifications	\$ -
Jurisdictional Review/Plan Check/Permits	\$ 108,000.00
County Services (ISD Indirect)	\$ 745,000.00
<b>Total Project Budget</b>	<b>\$ 3,288,000.00</b>

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BA FORM 10142022

BOARD OF SUPERVISORS  
OFFICIAL COPY

September 24, 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 2024-25  
3 - VOTES**

SOURCES		USES	
EXTRAORDINARY MAINTENANCE A01-CF-2000-12810 SERVICES & SUPPLIES DECREASE APPROPRIATION	3,210,000	CHIEF EXECUTIVE OFFICE LA PLAZA DE CULTURA Y ARTES ROOF AND EXTERIOR WALL REPAIR A01-CP-6014-65076-8A069 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	3,210,000
<b>SOURCES TOTAL</b>	<b>\$ 3,210,000</b>	<b>USES TOTAL</b>	<b>\$ 3,210,000</b>

**JUSTIFICATION**

Reflects the transfer of \$3,210,000 from the Extraordinary Maintenance budget to LA Plaza de Cultura y Artes Roof and Exterior Wall Repair, Capital Project No. 8A069, to fully fund the project.

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

37 October 8, 2024

**James Yun**

Digitally signed by James Yun  
Date: 2024.09.10 09:21:32 -07'00'

**AUTHORIZED SIGNATURE**

JAMES YUN, MANAGER, CEO

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



EDWARD YEN  
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

RECOMMENDATION  
**Andrea Turner**  
Digitally signed by Andrea Turner  
Date: 2024.09.10 12:09:35 -07'00'

AUDITOR-CONTROLLER

B.A. NO. 026

DATE 9/10/24

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

**Amir Alam**

Digitally signed by Amir Alam  
Date: 2024.09.10 13:29:36 -07'00'

BY

DATE 9/10/24