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January 07, 2025

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
CIVIC CENTER TUNNEL SAFETY FEATURES REMODELING
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 87973
APPROVE PROJECT BUDGET AND
AUTHORIZE USE OF JOB ORDER CONTRACT
(FY 2024-25)
(SUPERVISORIAL DISTRICT 1 – 3 VOTES)**

SUBJECT

Approval of the recommendations will find the Civic Center Tunnel Safety Features Remodeling Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 87973, approve the project budget, 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 Civic Center Tunnel Safety Features Remodeling Project 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 Civic Center Tunnel Safety Features Remodeling Project, Capital Project No. 87973 with a total budget of \$8,030,000.

3. Authorize the Director of the Internal Services Department, or designee, to deliver the proposed project using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the proposed Civic Center Tunnel Safety Features Remodeling Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 87973, approve the project budget, and authorize the Internal Services Department (ISD) to deliver the proposed project using a Board-approved Job Order Contract (JOC).

The proposed project will remodel the existing underground utility tunnels that runs underneath the Civic Center plaza by installing safety systems and refurbish and remodel existing mechanical equipment in order to address code compliance and also prevent future flooding. An evaluation was made following a pipe rupture and unexpected flooding that occurred in the tunnel in January 2021. The evaluation identified the need to replace the soft water pipes, as well as install drainage, egress, and safety systems in order to provide access to and from the Tunnel, reduce the likelihood of a potential future flooding event, and adhere to current code requirements. The utility lines in the Tunnel provide utility services for 11 buildings throughout the Civic Center area. On July 25, 2023, the Board approved the Civic Center Tunnels Soft Water Pipes Replacement project, Capital Project No. 87972, to replace the outdated soft water pipes. This project was completed in February 2024.

The proposed Civic Center Tunnel Safety Features Remodeling project will remodel and refurbish the existing underground tunnel systems by installing necessary safety systems and features necessary for code compliance. The scope of work includes: installation of handrails, doors, and door hardware to provide access to and from the utility Tunnel; installation of water discharge equipment needed to address the potential for flooding in the Tunnel; refurbishment of the existing lighting; and the installation of fire sprinklers, signage, cell phone and wireless antennas and repeaters, various sensors, alarms, conduits, and monitoring panels to provide smoke evacuation, fire alarm, sprinkler, and leak detection safety systems necessary for code compliance.

The estimated project duration is approximately 11 months to 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 will 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 future 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 estimated at \$8,030,000, which includes design, construction, change order allowance, inspection/testing and ISD county services (Enclosure A).

There is sufficient appropriation in net County cost in the Civic Center Tunnel Safety Features Remodeling Project, Capital Project No. 87973, to fully fund the proposed project.

Operating Budget Impact

The scope of work consists of safety equipment installations made to an existing space. Therefore, following the completion of the proposed project, 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 June 11, 2019, the proposed Projects 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 Civic Center Tunnel Safety Features Remodeling Project is exempt from the Civic Art Allocation as it involves underground work.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from CEQA. The scope of work consists of the installation of stairs, pumps, drains, lighting, and safety systems to an existing space. 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(a), (d), and (f), 15302(c), and 15303 of the State CEQA Guidelines and Classes 1(c), (d), and (i), 2(e), 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, and installation of equipment at existing facilities.

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 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 JOC contractor who will perform the work are 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 not have any impact on current County services. The construction phase will occur after normal working hours and during weekend hours, if needed. During construction, construction materials will be kept in a secured storage location within the tunnels and used/taken out during construction activities. Cleanup will occur at the end of each construction day.

Appropriate measures will be taken so that there are no visible obstructions or barriers affecting normal usage of the tunnels.

CONCLUSION

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

The Honorable Board of Supervisors

1/7/2025

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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

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Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Officer
County Counsel

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	Civic Center Tunnel Safety Features
CAPITAL PROJECT NO. :	87973

I. PROJECT SCHEDULE		
Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	Complete	Apr 2024
Jurisdictional Approval	Complete	Sept 2024
Award Construction Contract	1 month following Board approval	Feb 2025
Substantial Completion	9 months following Board approval	Oct 2025
Project Acceptance	11 months following Board approval	Dec 2025

II. BUDGET SUMMARY	
Budget Category	Proposed Budget
Construction	
Smoke Evac System	\$580,000.00
Sprinkler System	\$620,000.00
Fire Alarm System	\$720,000.00
Leak Detection System	\$1,550,000.00
Lighting System	\$640,000.00
Stair Improvements	\$380,000.00
A/E Construction Phase Support Services	\$200,000.00
Construction Activities Subtotal	\$4,690,000.00
Change Orders (Contingency)	\$844,000.00
Total Construction Subtotal	\$5,534,000.00
Civic Art (if not exempt)	\$0.00
Plans and Specifications	\$877,000.00
Jurisdictional Review/Plan Check/Permits	\$40,000.00
Project Management	\$526,000.00
Overhead (19.03%)	\$1,053,000.00
Total Project Budget	\$8,030,000.00