



**MICHAEL OWH**  
Director

**County of Los Angeles**  
**INTERNAL SERVICES DEPARTMENT**

1100 North Eastern Avenue  
Los Angeles, California 90063

*Speed. Reliability. Value.*

Telephone: (323) 267-2101  
FAX: (323) 264-7135

March 04, 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:

**INTERNAL SERVICES DEPARTMENT  
ROLLING HILLS COMMUNICATION TOWER DEMOLITION  
CATEGORICAL EXEMPTION  
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A089  
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT  
AUTHORIZE USE OF JOB ORDER CONTRACT  
(FY 2024-25)  
(SUPERVISORIAL DISTRICT 4 - 3 VOTES)**

**SUBJECT**

Approval of the recommendations will find the Rolling Hills Communication Tower Demolition Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 8A089, 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 Rolling Hills Communication Tower Demolition 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 Rolling Hills Communication Tower Demolition Project, Capital Project No. 8A089 with a total budget of \$894,000.

3. Approve an appropriation adjustment to transfer \$894,000 from the Internal Services Department, Services and Supplies budget, which is funded by net County cost, to the Rolling Hills Communication Tower Demolition Project, Capital Project No. 8A089.
4. Authorize the Director of the Internal Services Department, or designee, to deliver the Rolling Hills Communication Tower Demolition Project using a Board-approved Job Order Contract.

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

Approval of the recommendations will find the proposed Rolling Hills Communication Tower Demolition Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 8A089, 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 demolish and remove an existing communication tower that is no longer operational. The communication tower, which is located at 5741 Crestridge Road, Rancho Palos Verdes, CA, was installed in 1971 and is at the end of its life span. A newer, modernized tower has been installed nearby and is currently in use.

The proposed demolition work includes the removal of an approximately 150-foot tall communication tower, antennas, hard lines, bolts, cabling, wires, anchor hardware, and steel plates. An abatement consultant will provide appropriate abatement and monitoring services during the demolition and removal of the tower. Minor trimming of nearby shrubs and all loose and miscellaneous debris will be removed to leave the existing site clean.

The estimated project duration is approximately three (3) months which includes construction and project completion.

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

#### **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.

### **FISCAL IMPACT/FINANCING**

The total cost for the proposed Project is currently estimated at \$894,000, which includes design, construction, change order allowance, inspection/testing, and ISD services (Enclosure A).

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer \$894,000 from the Internal Services Department, Services and Supplies budget, which is funded by net County cost, to the Rolling Hills Communication Tower Demolition Project, Capital Project No. 8A089, to fully fund the proposed Project.

### Operating Budget Impact

The proposed scope of work consists of the demolition of an existing communication tower. 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 include a best-efforts Local Worker hiring goal of at least thirty percent (30%). The "Targeted Worker" component will not be included as part of the proposed Project.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 4, 2020, the proposed Project is exempt from the Civic Art Allocation because the project is for the removal and demolition of an existing tower and does not involve any new building or facility expansion/refurbishments of an existing facility.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed Project is categorically exempt from CEQA. The scope of work consists of the demolition and removal of an existing communication tower. 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(h) and 15304 of the State CEQA Guidelines and Classes 1(j) and 4 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 and the minor alteration in the condition of land which do not involve removal of mature scenic trees.

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 Land Use and Climate Innovation 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. To mitigate potential noise and air quality issues, sections of the tower will be enclosed as the tower is cut and dismantled. Air quality monitoring will also be performed during the demolition phase. ISD will continue to maintain communication with the neighboring community so that they are notified and informed of the construction activities and schedule. ISD has received written authorization from the adjacent Temple (Congregation Ner Tamid) to utilize an area of their parking lot for staging and access to the Project site. The Temple will be listed as an additional insured party via the liability insurance provided by the JOC contractor.

#### **CONCLUSION**

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

Respectfully submitted,

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

MICHAEL OWH  
Director

MO:ME:TD:sy

Enclosures

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

**PROJECT INFORMATION SHEET  
SCHEDULE AND BUDGET SUMMARY**

<b>PROJECT :</b>	<b>ISD Rolling Hills Communication Tower Demolition</b>
<b>CAPITAL PROJECT NO. :</b>	<b>8A089</b>

<b>I. PROJECT SCHEDULE</b>		
<b>Project Activity</b>	<b>Duration</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	N/A	N/A
Jurisdictional Approval	N/A	N/A
Award Construction Contract	1 months following Board approval	Mar 2025
Substantial Completion	2 months following Board approval	Apr 2025
Project Acceptance	3 months following Board approval	May 2025

<b>II. BUDGET SUMMARY</b>	
<b>Budget Category</b>	<b>Proposed Budget</b>
Construction	
Construction	\$421,000.00
Change Orders (Contingency)	\$122,000.00
<b>Subtotal</b>	<b>\$543,000.00</b>
Civic Art (exempt)	\$0.00
Plans and Specifications	\$20,000.00
Jurisdictional Review/Plan Check/Permits	\$30,000.00
Project Management	\$138,000.00
Overhead	\$163,000.00
<b>Total Project Budget</b>	<b>\$894,000.00</b>

January 07, 2025

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

INTERNAL SERVICES DEPARTMENT

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	
INTERNAL SERVICES A01-IS-2000-13100 SERVICES & SUPPLIES DECREASE APPROPRIATION		INTERNAL SERVICES DEPARTMENT ROLLING HILLS COMMUNICATION TOWER DEMOLITION A01-CP-6014-65049-8A089 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	
894,000		894,000	
SOURCES TOTAL		USES TOTAL	
\$ 894,000		\$ 894,000	

JUSTIFICATION

Reflects the transfer of \$894,000 in net County cost from the Internal Services Department, Services and Supplies budget, to the Rolling Hills Communication Tower Demolition, Capital Project No. 8A089, to fully fund the proposed project.

Vanessa  
Esparza

Digitally signed by  
Vanessa Esparza  
Date: 2024.11.04  
09:33:45 -08'00'

AUTHORIZED SIGNATURE

VANESSA ESPARZA, ISD ADMIN. DEPUTY

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: 2024.11.05  
12:31:42 -08'00'

AUDITOR-CONTROLLER

BY

DATE 11/5/24

B.A. NO. 047



APPROVED AS REQUESTED



APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

James  
Yun

Digitally signed by  
James Yun  
Date: 2024.11.05  
13:11:05 -08'00'

BY

DATE 11/5/24