



MICHAEL OWH
Director

County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

June 17, 2025

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

18 June 17, 2025

Edward Yen
EDWARD YEN
EXECUTIVE OFFICER

Dear Supervisors:

LOS ANGELES COUNTY AGING AND DISABILITIES DEPARTMENT
ANTELOPE VALLEY SENIOR CENTER PLUMBING AND RESTROOM REPAIRS PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A037
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
(FY 2024-25)
(SUPERVISORIAL DISTRICT 5 - 3-VOTES)

SUBJECT

Approval of the recommendations will find the Antelope Valley Senior Center Plumbing and Restroom Repairs Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 8A037, 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 Antelope Valley Senior Center Plumbing and Restroom Repairs 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 Antelope Valley Senior Center Plumbing and Restroom Repairs Project, Capital Project No. 8A037 with a total budget of \$375,000.

3. Approve an appropriation adjustment to transfer \$66,000 United Way of Greater Los Angeles Daytime Services & Senior Centers Grant funds from the Aging and Disabilities Operating budget to the Antelope Valley Senior Center Plumbing and Restroom Repairs Project, Capital Project No. 8A037.
4. Authorize the Director of the Internal Services Department, or designee, to deliver the proposed Antelope Valley Senior Center Plumbing and Restroom Repairs Project using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The proposed Antelope Valley Senior Center Plumbing and Restroom Repairs Project (Project) will repair an existing restroom facility at the Aging and Disabilities Department's (AD) Antelope Valley Senior Center located at 777 West Jackman St, Lancaster, CA 93534.

The proposed scope of work encompasses the demolition and selective removal of existing restroom fixtures, partitions, tile flooring, and partial wall finishes. Key elements, including grab bars, partitions, and dispensers, will be carefully removed, stored, and later reinstalled. Additionally, the project will involve cutting and patching the concrete slab to accommodate updated plumbing, followed by the installation of new tile flooring and wall tiles that will match the existing finishes, along with interior walls and marble thresholds.

The plumbing work will include necessary repairs and renovations to the existing waste and water lines, floor drains, and venting systems, along with the reinstallation of essential fixtures such as water closets and urinals. The restroom accessories will be reinstalled in compliance with accessibility standards. Lastly, adjustments to exhaust grills, as well as final system testing and sterilization, will be conducted to ensure optimal functionality.

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

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 proposed 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, the Internal Services Department (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 \$375,000, which includes design, plan check services, construction, inspection/testing, change order allowance, and ISD County services (Enclosure A). The pre-construction costs of approximately \$34,000 were previously paid in Fiscal Year 2024-25, from the United Way of Greater Los Angeles grant under its Daytime Services & Senior Centers Grant Contract (UWGLA).

Appropriation in the amount of \$275,000 from prior year one-time net County cost is currently available in Capital Project No. 8A037. Approval of the enclosed appropriation adjustment (Enclosure B) will transfer an additional \$66,000 in UWGLA grant funds from the Aging and Disabilities Operating budget to the Antelope Valley Senior Center Plumbing and Restroom Repairs Project, Capital Project No. 8A037, to fully fund the proposed Project.

Operating Budget Impact

The proposed scope of work consists of repairs made to an existing space. Therefore, following the completion of the proposed Project, if approved, AD 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 budget is less than \$500,000; therefore, the "Local Worker" and "Local Targeted Worker" labor hours are not required 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 as the estimated eligible project costs are less than \$500,000.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the California Environmental Quality Act (CEQA). The scope of work consists of the renovation to an existing restroom facility. 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) and (d), 15302(c), and 15303 of the State CEQA Guidelines and Classes 1(c) and (d), and 2(b) 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, 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 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 Job Order Contract (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 Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program participants for employment openings, and compliance with the Safely Surrendered Baby Law.

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 proposed 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 proposed Project entails repair, renovations, 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 site has two (2) all-gender single user restrooms and two (2) alternate multi-user restrooms available for County employees and guests.

CONCLUSION

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

Respectfully submitted,



MICHAEL OWH
Director

MO:QH:ME:TD:kc

Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Department of Aging and Disabilities

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	AD AVSC Plumbing and Restroom Repairs
CAPITAL PROJECT NO. :	8A037

I. PROJECT SCHEDULE		
Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	Complete	Feb 2025
Jurisdictional Approval	Complete	Mar 2025
Award Construction Contract	2 weeks following Board approval	July 2025
Substantial Completion	2 months following Board approval	Aug 2025
Project Acceptance	3 months following Board approval	Sept 2025

II. BUDGET SUMMARY	
Budget Category	Proposed Budget
Construction	
Construction	\$ 153,000.00
Change Orders (Contingency)	\$ 45,000.00
Subtotal	\$ 198,000.00
Civic Art (if not exempt)	\$ -
Plans and Specifications	\$ 34,000.00
Jurisdictional Review/Plan Check/Permits	\$ 11,000.00
Project Management	\$ 68,000.00
Overhead	\$ 64,000.00
Total Project Budget	\$ 375,000.00

June 17, 2025

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF AGING AND DISABILITIES

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	
AGING AND DISABILITIES - ADMINISTRATION		DEPARTMENT OF AGING AND DISABILITIES	
A01-AG-2000-27810		ANTELOPE VALLEY SENIOR CENTER PLUMBING AND RESTROOM REPAIRS	
SERVICES & SUPPLIES		A01-CP-6014-65054-8A037	
DECREASE APPROPRIATION	66,000	CAPITAL ASSETS - B & I	
		INCREASE APPROPRIATION	66,000
SOURCES TOTAL	\$ 66,000	USES TOTAL	\$ 66,000

JUSTIFICATION

Reflects the transfer of \$66,000 United Way of Greater Los Angeles Daytime Services & Senior Centers Grant funds from the Department of Aging and Disabilities operating budget, to the Antelope Valley Senior Center Plumbing and Restroom Repairs Project, Capital Project No. 8A037, to fully fund the proposed project.

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

18 June 17, 2025

Mike Tsao

Digitally signed by Mike Tsao

Date: 2025.05.29 09:46:24

-07'00'

AUTHORIZED SIGNATURE

Mike Tsao, Admin Deputy

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

Edward Yen

EDWARD YEN
EXECUTIVE OFFICER

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY Andrea Turner

Digitally signed by Andrea
Turner
Date: 2025.05.29 10:40:40
-07'00'

B.A. NO. 237

DATE 5/29/25

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY Matthew J. Diaz

Digitally signed by Matthew J.
Diaz
Date: 2025.05.29 11:01:11 -07'00'

DATE 5/29/25