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July 08, 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:

DEPARTMENT OF ANIMAL CARE AND CONTROL
DOWNEY KENNELS 1 AND 2 CAGE REFURBISHMENT PROJECT
CATEGORICAL EXEMPTION
APPROVE REVISED PROJECT SCOPE, PROJECT BUDGET,
AND APPROPRIATION ADJUSTMENT
CAPITAL PROJECT NO. 87959
(FY 2025-26)
(SUPERVISORIAL DISTRICT 4 - 3-VOTES)

SUBJECT

Approval of the recommendations will find the revised scope of work for the Downey Kennels 1 and 2 Cage Refurbishment Project is exempt from the California Environmental Quality Act and approve the revised project budget and appropriation adjustment.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the approved project is within the scope of the previous finding of exemption for the previously approved Downey Kennels 1 and 2 Cage Refurbishment Project and that the revised scope of work is exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.

2. Approve the revised total project budget of \$2,378,000, which reflects an increase of \$768,000 from the previously Board approved budget of \$1,610,000 for the Downey Kennels 1 and 2 Cage Refurbishment Project, Capital Project No. 87959, to fully fund the scope of work for the project.
3. Approve an appropriation adjustment to transfer \$768,000 from the Provisional Financing Uses - Various budget to the Downey Kennels 1 and 2 Cage Refurbishment Project, Capital Project No. 87959.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On April 18, 2023, the Board approved the Downey Kennels 1 and 2 Cage Refurbishment Project (Project) with a total project budget of \$623,000 and authorized the Internal Services Department (ISD) to deliver the Project using a Board approved Job Order Contract (JOC). During jurisdictional review of the construction plans, a correction notice was issued to update the Americans with Disabilities Act (ADA) path of travel from the sidewalk to Kennels #1 and #2. Due to budget constraints, the Department of Animal Care and Control (ACC) proceeded with replacing Kennel #1 only, which is still ongoing. To mitigate the budget constraints, \$987,000 in departmental one-time savings was appropriated during the Fiscal Year 2024-25 supplemental budget to complete the Project. Since that time, additional budgetary constraints have surfaced due to unforeseen conditions and escalating construction costs. The revised Project budget reflects the updated scope, including the path of travel upgrades and the refurbishment of the cages in Kennel #2.

The revised scope of work for the path of travel remodeling includes the replacement of two existing exterior pedestrian gates, remodeling the gate opening by the parking lot, and replacing various door components at Kennels #1 and #2, including closers, thresholds, and weather strips. Additionally, existing concrete section will be remodeled into concrete ramps at both Kennels #1 and #2, along with necessary soil preparation and reinforcement. Galvanized steel pipe railings will be installed at both kennels, and the parking lot will be resurfaced, with asphalt grinding and restriping of the ADA path of travel.

The cage refurbishment and remodeling scope of work at Kennel #2 also includes the refurbishment of existing doors, panels, and ceiling components for 30 interior and 30 exterior kennels, installing stainless-steel frames, lift-up gates, and feeding bowls. The work also includes the refurbishment of existing epoxy at both kennels, painting and patching of masonry walls, protecting and reinstalling waterlines, and adding a waterproof cover to an existing junction box.

The estimated project duration is approximately eleven (11) months, which includes the completion of design and construction documents, jurisdictional approvals, 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.

FISCAL IMPACT/FINANCING

An initial \$623,000 was approved by the Board on April 18, 2023 and an additional \$987,000 from departmental savings was approved in the Fiscal Year 2024-25 supplemental budget for a total of \$1,610,000. Approval of the recommended actions will increase the previously Board approved project budget from \$1,610,000 to \$2,378,000, an increase of \$768,000. The revised project budget includes design, construction, change order allowance, inspection/testing, and ISD county services (Enclosure A).

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer \$768,000 from the Provisional Financing Uses - Various budget to the Downey Kennels 1 and 2 Cage Refurbishment Project, Capital Project No. 87959, to fully fund the additional scope of work for the Downey Kennels 1 and 2 Cage Refurbishment Project, Capital Project No. 87959.

Operating Budget Impact

The scope of work consists of refurbishments made to an existing space and path of travel. Therefore, following the completion of the proposed Project, if approved, ISD and ACC do 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 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 Project.

In accordance with the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 4, 2020, the Project is exempt from the Civic Art Allocation as it involves the repair, maintenance, or replacement of building systems of the refurbishment project.

ENVIRONMENTAL DOCUMENTATION

On April 18, 2023, the Board approved the Project and found that it was exempt from the California Environmental Quality Act (CEQA). The previously approved project is within the scope of the Board's previous finding of exemption. The revised scope of work for the proposed Project is also categorically exempt from the CEQA. The revised scope of work adds refurbishments made existing kennels and path of travel. Therefore, the work continues to be 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), (f), (l)(4), 15302(c), and 15303(e) of the State CEQA Guidelines and Classes 1(c), (d), (h)(4), (i), (m) and (x)(2), 2(e), and 3(b) 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 the placement of small equipment and accessory structures 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

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 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

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will have minimal impact on current county services. There are multiple kennels at the site, and animals will be relocated to the other kennels during construction.

CONCLUSION

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

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:QH:ME:kc

Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Department of Animal Care and Control

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	ACC Downey Kennels 1 and 2 Cage Refurbishment Project
CAPITAL PROJECT NO. :	87959

I. PROJECT SCHEDULE

Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	1 month following Board approval	July 2025
Jurisdictional Approval	4 months following Board approval	Nov 2025
Award Construction Contract	5 months following Board approval	Dec 2025
Substantial Completion	10 months following Board approval	May 2026
Project Acceptance	11 months following Board approval	June 2026

II. BUDGET SUMMARY

Budget Category	Previously Board Approved Budget	Revisions since Board Approved Budget	Revised Budget
Construction			
Construction	\$ 312,000.00	\$ 887,000.00	\$ 1,199,000.00
Change Orders (Contingency)	\$ 62,000.00	\$ 213,000.00	\$ 275,000.00
Subtotal	\$ 374,000.00	\$ 1,100,000.00	\$ 1,474,000.00
Civic Art (if not exempt)	\$ -	\$ -	\$ -
Plans and Specifications	\$ 66,000.00	\$ 61,000.00	\$ 127,000.00
Jurisdictional Review/Plan Check/Permits	\$ 32,000.00	\$ 46,000.00	\$ 78,000.00
Project Management	\$ -	\$ 263,000.00	\$ 263,000.00
Overhead	\$ 151,000.00	\$ 285,000.00	\$ 436,000.00
Total Project Budget	\$ 623,000.00	\$ 1,755,000.00	\$ 2,378,000.00

July 08, 2025

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 2025-26
3 - VOTES

SOURCES	USES
PFU-VARIOUS A01-CB-2000-13749-13760 SERVICES & SUPPLIES DECREASE APPROPRIATION768,000	ANIMAL CARE AND CONTROL DOWNEY KENNELS 1 AND 2 CAGE REFURBISHMENT PROJECT A01-CP-6014-65023-87959 CAPITAL ASSETS - B & I INCREASE APPROPRIATION768,000
SOURCES TOTAL\$768,000	USES TOTAL\$768,000

JUSTIFICATION
Reflects an appropriation adjustment to transfer \$768,000 from the Provisional Financing Uses - Various budget to the Department of Animal Care and Control Downey Kennels 1 and 2 Cage Refurbishment Project, Capital Project Number 87959, to fully fund the proposed project.

James Yun

Digitally signed by James Yun
Date: 2025.06.17 10:54:17 -07'00'

AUTHORIZED SIGNATURE

JAMES YUN, MANAGER, CEO

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

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---

☐ ACTION

☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY Andrea Turner

B.A. NO. 005

DATE 6/17/25

☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY Matthew J. Diaz

DATE 6/17/25