



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE

August 05, 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:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

18 August 5, 2025

EDWARD YEN
EXECUTIVE OFFICER

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
MEDICAL EXAMINER CRYPT EXPANSION PROJECT
APPROVE CAPITAL PROJECT AND BUDGET
APPROVE APPROPRIATION ADJUSTMENT
DELEGATED AUTHORITY TO ADOPT, ADVERTISE, AND AWARD
SPECS. 7935; CAPITAL PROJECT NO. 6A017
FISCAL YEAR 2025-26
(SUPERVISORIAL DISTRICT 1)
(3-VOTES)**

SUBJECT

Public Works is seeking Board approval of the proposed Medical Examiner Crypt Expansion Project and associated appropriation adjustment to fully fund the project, and authorization to procure a construction contract for the proposed project using the County's competitive low bid process.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Medical Examiner Crypt Expansion Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Approve the Medical Examiner Crypt Expansion Project, Capital Project No. 6A017, with a total project budget of \$6,450,000.
3. Approve an appropriation adjustment transferring \$2,450,000 from the Provisional Financing Uses – Various budget to the Medical Examiner Crypt Expansion Project, Capital Project No. 6A017, to fully fund the proposed project.

4. Delegate authority to the Director of Public Works or his designee to adopt plans and specifications for the Medical Examiner Crypt Expansion Project.
5. Delegate authority to the Director of Public Works or his designee to instruct the Executive Officer of the Board to advertise the Medical Examiner Crypt Expansion Project for bids in accordance with the Instruction Sheet for Publishing Legal Advertisements with the Notice Inviting Bids when the project is ready to be advertised.
6. Authorize the Director of Public Works or his designee to execute a consultant services agreement with the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule for a \$5,000 not-to-exceed amount funded by the existing project funds.
7. Authorize the Director of Public Works or his designee to make a determination that a bid is nonresponsive and to reject a bid on that basis; to waive inconsequential and nonmaterial deficiencies in bids submitted; and to determine, in accordance with applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has satisfied all conditions in a timely manner for contract award. Upon such determination, authorize the Director of Public Works or his designee to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent lowest responsive and responsible bidder if the low bid can be awarded within the approved total project budget, and to take all other actions necessary and appropriate to deliver the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions will find the proposed Medical Examiner (ME) Crypt Expansion Project exempt from the California Environmental Quality Act (CEQA); approve the capital project, project budget, and associated appropriation adjustment; authorize Public Works to adopt plans and specifications; instruct the Executive Office of the Board to advertise for construction bids; and award and execute a construction contract for the proposed project.

The ME headquarters facility is located at 1104 North Mission Road, Los Angeles, CA 90033. The facility includes administrative offices, a service building, and a crypt. The current crypt was built over a decade ago and has a decedent capacity of 525. The current decedent population averages at approximately 650 decedents, with fluctuations at various intervals throughout the year, demonstrating an urgent need for additional refrigerated decedent storage capacity. As an interim solution to the capacity issue, the ME operates a total of 14 unitized cold storage facilities located behind the service building at the headquarters facility. These unitized cold storage facilities are inefficient and have limited space to maneuver, which can pose a challenge when facilitating the storage and movement of decedents. Furthermore, these unitized cold storage facilities do not have shelving and can pose risks for staff responsible for the movement of decedents in the unitized cold storage facilities. Repair costs for the unitized cold storage facilities are expensive. The last round of repairs for four of the unitized cold storage facilities cost approximately \$27,000. The unitized cold storage facilities also have challenges with maintaining stabilized temperature controls, a requirement of the National Association of Medical Examiners Accreditation.

The proposed project would consist of replacing 13 of the 14 unitized cold storage facilities with installation of a new singular efficient 3,760-square-foot prefabricated crypt building that can store an additional 462 decedents within approximately the same footprint as the existing unitized cold storage facilities. Additionally, the proposed project would construct the associated concrete

foundation system and install the underground utilities for the new prefabricated crypt building. One existing unitized cold storage facility would remain and be strictly used for bone storage.

It is recommended that the Board authorize Public Works to adopt plans and specifications and instruct the Executive Office of the Board to advertise the project for construction bids as set forth in the California Public Contract Code, using the County's competitive low bid process.

In order to expedite construction of the proposed project, Public Works is recommending that the Board authorize Public Works to award and execute a construction contract with the lowest responsive and responsible bidder if the low bid can be awarded within the approved total budget of \$6,450,000.

The proposed consultant services agreement would require the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification.

If approved, the proposed project is anticipated to be advertised for bids within the next 3 months and construction would begin in March 2026 and be substantially completed by December 2026.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: North Star 3, Realize Tomorrow's Government Today, Focus Area Goal F, Flexible and Efficient Infrastructure, Strategy ii, Modernize Infrastructure, by renovating and modernizing public infrastructure assets that will improve the operational effectiveness of existing County assets.

FISCAL IMPACT/FINANCING

The total project cost is estimated at \$6,450,000, including plans and specifications, plan check, consultant services, construction, contingency, equipment, miscellaneous expenditures, and County services. The project schedule and budget summaries are included in Enclosure A.

A total of \$4,000,000 in one-time net County cost was previously approved by the Board in the Fiscal Year 2023-24 supplemental budget for the ME Crypt Expansion Project, Capital Project No. 6A017. Approval of the appropriation adjustment (Enclosure B) will transfer \$2,450,000 in one-time net County cost from the Provisional Financing Uses – Various budget to the ME Crypt Expansion Project, Capital Project No. 6A017, to fully fund the project.

Operating Budget Impact

The ME does not anticipate any initial one-time, start-up, or appreciable increases in ongoing maintenance and operational costs as a result of the proposed project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Arts Policy, amended on August 4, 2020, the proposed project is exempt from the Civic Art Allocation as the project involves the installation of a prefabricated structure and underground foundation and utility work.

In accordance with Board Policy 5.270, Countywide Local and Targeted Worker Hiring, the proposed project will require that at least 30 percent of the California construction labor hours be performed by

qualified Local Residents and at least 10 percent be performed by Targeted Workers facing employment barriers. The project will also include a jobs coordinator who will facilitate the implementation of the targeted hiring requirement of the policy.

The proposed project would support the Board's Green Building/Sustainable Design Program by utilizing energy-efficient lighting and mechanical equipment in the prefabricated crypt building.

California Public Contract Code Section 20124 allows the Board to delegate approval of plans and specifications to the Director of Public Works or his designee on a project by project basis.

A standard construction contract will be used for the project that contains terms and conditions supporting the Board's ordinances and policies including, but not limited to, the County's contract language to Assist in Placement of Displaced County Workers and Notice of Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015).

The plans and specifications including the contractual provisions and material requirements necessary for the project will be on file with Public Works Business Relations and Contracts Division.

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt from CEQA. It consists of replacing existing unitized cold storage facilities within an existing developed area of the property with a more efficient crypt building. The project is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Sections 15302 (b) and (c); and 15303 (e) of the CEQA Guidelines and Classes 2 (a) and (e); 3 (b) and (d); and 11 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The project includes replacing the existing unitized cold storage facilities with a more efficient crypt facility at negligible or no expansion of use, replacement of features at the same site and with the same purpose and capacity, and accessory structures.

Additionally, the proposed project will comply with all applicable regulations, is not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites complied pursuant to Government Code Section 65962.5, or indications that the project may cause a substantial adverse change in the significance of a historical resource that would make the exemptions inapplicable based on the record of the proposed project.

Upon the Board's approval of the recommended actions, Public Works 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

Public Works is completing the plans and specifications for the proposed project using a Board-approved, on-call architectural/engineering firm.

Once the plans and specifications for the proposed project are completed and approved, Public Works, under delegated authority from the Board, will adopt these documents and instruct the Executive Office of the Board to advertise the project for bids in accordance with Section 20125 of the California Public Contract Code.

As requested by the Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with the County" and "Do Business with Public Works" websites.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on other current County services or projects. Thirteen existing unitized cold storage facilities will be relocated to another location by the ME through Internal Services Department and remain in operation during construction, and the contractor will be required to coordinate construction activities with the County to minimize disruption of facility operations.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,



MARK PESTRELLA, PE

Director

MP:HA:sl

Enclosures

c: Arts and Culture (Civic Art Division)
Chief Executive Office (Capital Programs
Division)
County Counsel
Executive Office, Board of Supervisors
Internal Services
Medical Examiner

**CONSTRUCTION CONTRACT
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I. PROJECT SCHEDULE SUMMARY

Project Activity	Scheduled Completion Date
Construction Documents	06/30/2025*
Jurisdictional Approvals	08/28/2025
Construction Award	11/04/2025
Construction Start	03/02/2026
Substantial Completion	12/14/2026
Final Acceptance	02/08/2027

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Project Budget
Construction Contract	\$3,700,000
Unitized Cold Storage Facilities Relocation	\$ 250,000
Contingency	\$ 780,000
Plans and Specifications	\$ 280,000
Consultant Services	\$ 230,000
Miscellaneous Expenditures	\$ 125,000
Jurisdictional Review/Plan Check/Permits	\$ 130,000
County Services	\$ 955,000
TOTAL	\$6,450,000

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BOARD OF SUPERVISORS
OFFICIAL COPY

August 05, 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 APPROPRIATION

2,450,000

CORONER

MEDICAL EXAMINER CRYPT EXPANSION PROJECT

A01-CP-6014-65029-6A017

CAPITAL ASSETS - B & I

INCREASE APPROPRIATION

2,450,000

SOURCES TOTAL

\$ 2,450,000

USES TOTAL

\$ 2,450,000

JUSTIFICATION

Reflects an appropriation adjustment to transfer \$2.45M from the Provisional Financing Uses - Various budget to the Medical Examiner Crypt Expansion Project, Capital Project Number 6A017, to fully fund the proposed Project.

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Matthew J. Diaz

Digitally signed by Matthew J. Diaz
Date: 2025.07.15 16:09:06 -07'00'

AUTHORIZED SIGNATURE

MATTHEW J. DIAZ, MANAGER, CEO

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

18 August 5, 2025

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: 2025.07.16 09:35:24 -07'00'

B.A. NO. **008**

DATE

7/16/2025



APPROVED AS REQUESTED



APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY

Yolanda Reyes

Digitally signed by Yolanda Reyes
Date: 2025.07.16 12:47:40 -07'00'

DATE

07.16.2025