



**MICHAEL OWH**  
Director

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

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*Speed. Reliability. Value.*

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November 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:

**CHIEF EXECUTIVE OFFICE**  
**EAST LA CIVIC CENTER PLAYGROUND REFURBISHMENT PROJECT**  
**CATEGORICAL EXEMPTION**  
**ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A158**  
**APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT**  
**AUTHORIZE USE OF JOB ORDER CONTRACT**  
**(FY 2025-26)**  
**(SUPERVISORIAL DISTRICT 1 - 3 VOTES)**

**SUBJECT**

Approval of the recommendations will find the East LA Civic Center Playground Refurbishment Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 8A158, approve the project budget and the associated 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 East LA Civic Center Playground Refurbishment Project is exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the proposed project.
2. Establish and approve the proposed East LA Civic Center Playground Refurbishment Project, Capital Project No. 8A158 with a total budget of \$3,500,000.

3. Approve an appropriation adjustment to transfer \$3,500,000 in Strategic Planning Funds available in the First District's Services and Supplies budget to the East LA Civic Center Playground Refurbishment Project, Capital Project No. 8A158.
4. Authorize the Director of the Internal Services Department, or designee, to deliver the East LA Civic Center Playground Refurbishment Project using a Board-approved Job Order Contract.

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

East LA Civic Center, located in the community of East Los Angeles, is a recreational hub with a vast variety of facilities, programs, and recreational spaces for County residents. The East LA Civic Center has two playground areas: one area located north of the lake and is approximately 800 square feet (SF) and another area located south of the lake and is approximately 3,000 SF in size. The proposed East LA Playground Refurbishment Project (Project) would refurbish the north playground to address safety and accessibility issues.

The scope of work for the proposed Project would include refurbishing the existing north playground area by installing playground equipment and refurbishing the pathways from the playground to the parking lot and parking lot asphalt. To address the safety and accessibility issues, the scope of work for the proposed Project would remove concrete from the south playground area and also refurbish the existing north playground area by installing a rubberized playground surface, concrete foundations, benches, hydration stations, trash receptacles, pet bag stations, and curb ramps. Some existing trees will be removed as part of the proposed Project, but new trees will be planted to replace them within the existing playground site.

The estimated project duration is approximately seven (7) months with the procurement of long lead items, construction, and project completion.

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

These recommendations support the County Strategic Plan: North Star 2: Foster vibrant and resilient communities, Focus Area Goal F: Community Connections, Strategy iv. Support Efforts to Engage Children and Families, and 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 provide services for youth and families and improve the operational effectiveness of an existing County asset.

### **FISCAL IMPACT/FINANCING**

The total cost for the proposed Project is currently estimated at \$3,500,000, which includes design, construction, change order allowance, inspection/testing, civic art allocation, and Internal Services Department (ISD) County services (Enclosure A).

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer \$3,500,000 in Strategic Planning Funds available in the First District's Services and Supplies budget to the East LA Civic Center Refurbishment Project, Capital Project No. 8A158, to fully fund the proposed Project.

## Operating Budget Impact

As designated Proprietor of the East LA Civic Center outdoor areas, ISD performs general and routine maintenance and repairs. The proposed scope of work consists of repairs and refurbishments made to an existing space. Therefore, following the completion of the proposed Project, if approved, ISD confirmed there is no one-time start-up or additional ongoing costs as a result of the proposed Project's scope of work, however, ISD will maintain the playground and surrounding areas.

## **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 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 Project budget includes one percent (1%) of eligible design and construction costs, in the amount of \$23,000, to be allocated to the Civic Art Fund

## **ENVIRONMENTAL DOCUMENTATION**

The proposed Project is categorically exempt from the California Environmental Quality Act (CEQA). The scope of work consists of refurbishing the existing North playground, and partial replacement of parking lot asphalt and path of travel. 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(d), 15302, and 15303 of the State CEQA Guidelines and Classes 1(c) and (f), 2, 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 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 and an approved vendor for the playground equipment procurement. 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, 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 playground area will remain closed for the duration of the project.

## **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 circular flourish at the end.

MICHAEL OWH

Director

MO:QH:ME:kc

Enclosures

c: Executive Office, Board of Supervisors  
Chief Executive Office  
County Counsel  
Arts and Culture (Civic Art Division)

**PROJECT INFORMATION SHEET  
SCHEDULE AND BUDGET SUMMARY**

<b>PROJECT :</b>	<b>East LA Civic Center Playground Refurbishment</b>
<b>CAPITAL PROJECT NO. :</b>	<b>8A158</b>

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Duration</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	Complete	May 2025
Jurisdictional Approval	In Progress	Oct 2025
Award Construction Contract	1 month following Board approval	Dec 2025
Substantial Completion	6 months following Board approval	May 2026
Project Acceptance	7 months following Board approval	June 2026

**II. BUDGET SUMMARY**

<b>Budget Category</b>	<b>Proposed Budget</b>
Construction	
Construction	\$ 2,000,000.00
Change Orders (Contingency)	\$ 300,000.00
<b>Subtotal</b>	\$ 2,300,000.00
Civic Art	\$ 23,000.00
Plans and Specifications	\$ 160,000.00
Jurisdictional Review/Plan Check/Permits	\$ 210,000.00
Project Management	\$ 283,000.00
ISD Overhead (22.28%)	\$ 524,000.00
<b>Total Project Budget</b>	<b>\$ 3,500,000.00</b>

November 04, 2025

COUNTY OF LOS ANGELES

### REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF BOARD OF SUPERVISORS

**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**

**BOARD OF SUPERVISORS**

A01-BS-2000-10010

SERVICES & SUPPLIES

**DECREASE APPROPRIATION**

**3,500,000**

VARIOUS CAPITAL PROJECTS

**EAST LA CIVIC CENTER PLAYGROUND REFURBISHMENT PROJECT**

A01-CP-6014-65099-8A158

CAPITAL ASSETS - B & I

**INCREASE APPROPRIATION**

**3,500,000**

**SOURCES TOTAL**

**\$ 3,500,000**

**USES TOTAL**

**\$ 3,500,000**

**JUSTIFICATION**

Reflects the transfer of \$3,500,000 from the First Supervisorial District funds to the East L A Civic Center Playground Refurbishment Project, Capital Project No. 8A158, to fully fund the proposed project.

**Elizabeth Hahn**

Digitally signed by Elizabeth Hahn  
Date: 2025.10.07 16:57:34 -07'00'

**AUTHORIZED SIGNATURE**

Elizabeth Hahn, Chief Fiscal Services Division

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

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

AUDITOR-CONTROLLER

**040**  
B.A. NO.

ACTION

**RECOMMENDATION**  
Digitally signed by Andrea Turner  
Date: 2025.10.08 09:14:07 -07'00'

BY **Andrea Turner**

DATE **10/8/25**

**APPROVED AS REQUESTED**

**APPROVED AS REVISED**

CHIEF EXECUTIVE OFFICER

**Matthew**

BY **J. Diaz**

DATE **10/8/25**

Digitally signed by Matthew J. Diaz  
Date: 2025.10.08 10:54:58 -07'00'