County of Los Angeles
INTERNAL SERVICES DEPARTMENT
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Los Angeles, California 90063

MICHAEL OWH
Director

Speed. Reliability. Value.

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March 17, 2026

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
OAT MOUNTAIN MICROWAVE STATION FUEL TANK REPLACEMENT PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A181
APPROVE PROJECT BUDGET AND AN APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
(FY 2025-26)
(SUPERVISORIAL DISTRICT 5 - 3-VOTES)

SUBJECT

Approval of the recommendations will find the proposed Oat Mountain Microwave Station Fuel Tank Replacement Project is exempt from the California Environmental Quality Act, establish and approve the proposed project and other activities, approve the project budget and appropriation adjustment, and authorize the Director of Internal Services Department, or their designee, to deliver the proposed project using a Board-approved Job Order Contract.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the Oat Mountain Microwave Station Fuel Tank Replacement Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the proposed project.

2. Establish and approve the proposed Oat Mountain Microwave Station Fuel Tank Replacement Project, Capital Project No. 8A181 with a total project budget of $432,000.

3. Approve an appropriation adjustment to transfer $427,000 from Internal Services Department, Services and Supplies budget to the Oat Mountain Microwave Station Fuel Tank Replacement, Capital Project No. 8A181, to fully fund the proposed project. Internal Services Department has previously paid a total of $5,000 from its operating budget for pre-construction services for the Oat Mountain Microwave Station Fuel Tank Replacement Project.

4. Authorize the Director of Internal Services Department, or their designee, to deliver the proposed project using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the proposed Oat Mountain Microwave Station Fuel Tank Replacement Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 8A181, approve the proposed Project budget and an appropriation adjustment, and authorize Internal Services Department (ISD) to deliver the proposed Project using a Board-approved Job Order Contract (JOC).

Oat Mountain Microwave Station Fuel Tank Replacement Project:

The proposed Project will replace the existing 1,000-gallon above-ground fuel storage tank located at Palo Sola Truck Road, Chatsworth, Los Angeles, CA 91311, inside the Southern California Gas Company Aliso Canyon facility. The above-ground tank, which has reached the end of its service life, provides fuel to the emergency generator in the event of a loss of commercial power. The Oat Mountain Microwave Station is located at a remote location in rugged terrain where there is a high risk of wildfires. The microwave station is key to County of Los Angeles (County) communications, and a new fire-rated fuel tank would help to ensure the continued site operation in the event of the loss of commercial power.

The proposed scope of work will include the replacement of the above-ground fuel tank, steel pad with spill containment berm, electrical connections, and removal of the existing steel pad with spill containment berm.

The estimated project duration is approximately six (6) months, which includes construction and project closeout, taking into account the projected storm season when the unimproved dirt access roads may not be serviceable.

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 Oat Mountain Microwave Station Fuel Tank Replacement project is currently estimated at $432,000, which includes design, construction, change order allowances, inspection/testing, and ISD County services (Enclosure A). Pre-construction costs of approximately

$5,000 were previously paid in FY 2024-25 and FY 2025-26, from ISD, Services and Supplies budget, which is funded by net County cost.

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer $427,000 from ISD, Services and Supplies budget, which is funded by net County cost to fully fund the proposed Oat Mountain Microwave Station Fuel Tank Replacement, Capital Project No. 8A181.

Operating Budget Impact:

The proposed scope of work consists of the replacement of existing equipment and associated components. The repair of the above-ground tank is anticipated to be external to the underground system due to its concrete containment, so there is no expected soil contamination caused by fuel. However, soil sampling will be done to verify existing conditions. Currently, based upon existing data, ISD does not anticipate any one-time start-up or additional ongoing costs as a result of the proposed Project; however, in the event of contamination, there would be corresponding efforts to provide mitigation, abatement of the contaminated soil prior to the installation of the new tank, funded by ISD's operating budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Local and Targeted Worker Hire Policy, updated on May 17, 2023, Oat Mountain Microwave Station Fuel Tank Replacement Project budget is less than $500,000; therefore, the "Local Worker" and "Local Targeted Worker" labor hours are not required 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 Oat Mountain Microwave Station Fuel Tank Replacement Project is exempt from the Civic Art Allocation because 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 replacement of an existing above-ground fuel storage tank. 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(l)(4), 15302 (c), and Section15303 (e), of the State CEQA Guidelines and Classes 1(h)(4), 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 placement of new small equipment and structures at existing facilities.

In addition, based on the record of the proposed Project, the project will comply with all applicable regulations, 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 they may cause a substantial adverse change in the significance of any historic resource that would make the exemptions for the project inapplicable.

Upon the Board's approval of the proposed Project, ISD will file a Notice of Exemption for the project 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 Notices 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 consideration of hiring County employees targeted for layoffs or who are on a County re-employment List, 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 Skills and Training to Achieve Readiness for Tomorrow (START) Program participants for employment openings, and compliance with the Safely Surrendered Baby Law.

The JOC contractor who will perform the work are 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 projects entail repair, remodeling, refurbishment, or alteration, and the cost of such projects exceeds $125,000, such projects 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 above-ground storage tank is used to deliver fuel when the emergency generator needs to operate. This is not a daily occurrence and so there will be no foreseeable impact to daily operations.

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,

MICHAEL OWH

Director

MO:QH:ME:kc

Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Internal Services Department

ENCLOSURE A

PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY

PROJECT :	**Oat Mountain Microwave Station Fuel Tank Replacement**
CAPITAL PROJECT NO. :	**8A181**

I. PROJECT SCHEDULE		
Project Activity	**Duration**	**Scheduled Completion Date**
Complete Construction Documents	Complete	Nov 2025
Jurisdictional Approval	In Progress	Jan 2026
Award Construction Contract	1 month following Board approval	April 2026
Substantial Completion	5 months following Board approval	August 2026
Project Acceptance	7 months following Board approval	October 2026

II. BUDGET SUMMARY	
Budget Category	**Proposed Budget**
Construction	
Construction	$ 229,000.00
Change Orders (Contingency)	$ 59,000.00
Subtotal	$ 288,000.00
Civic Art (if not exempt)	$ -
Plans and Specifications	$ 18,000.00
Jurisdictional Review/Plan Check/Permits	$ 18,000.00
Project Management	$ 30,000.00
Overhead	$ 78,000.00
Total Project Budget	**$ 432,000.00**

ENCLOSURE B

PINK(1)

BOARD OF SUPERVISORS
OFFICIAL COPY

BA FORM 10142022

March 17, 2026

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 2025-26
3 - VOTES

SOURCES		USES	
		INTERNAL SERVICES DEPARTMENT	
INTERNAL SERVICES		**OAT MOUNTAIN MICROWAVE STATION FUEL TANK REPLACEMENT**	
A01-IS-2000-13100		A01-CP-6014-65049-8A181	
SERVICES & SUPPLIES		CAPITAL ASSETS - B & I	
DECREASE APPROPRIATION	**427,000**	**INCREASE APPROPRIATION**	**427,000**
SOURCES TOTAL	**$ 427,000**	**USES TOTAL**	**$ 427,000**

JUSTIFICATION

Reflects the transfer of $427,000 from the Internal Services Department, Services and Supplies budget to the Oat Mountain Microwave Station Fuel Tank Replacement, Capital Project No. 8A181, to fully fund the proposed project.

Michelle Jiang Digitally signed by Michelle Jiang Date: 2026.02.11 13:37:39 -08'00'

AUTHORIZED SIGNATURE Michelle Jiang, DFM III

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

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

☐ ACTION

☑ RECOMMENDATION

☑ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

AUDITOR-CONTROLLER

BY Andrea Turner Digitally signed by Andrea Turner Date: 2026.02.11 15:45:49 -08'00'

B.A. NO. 184

DATE 2/11/26

CHIEF EXECUTIVE OFFICER

BY Amir Alam Digitally signed by Amir Alam Date: 2026.02.11 16:11:45 -08'00'

DATE 2/11/26