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May 19, 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:

**DEPARTMENT OF HEALTH SERVICES
MARTIN LUTHER KING, JR. MEDICAL CAMPUS SIGNAGE REFURBISHMENT PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A165
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
FISCAL YEAR 2025-26
(SUPERVISORIAL DISTRICT 2 - 4-VOTES)**

SUBJECT

Approval of the recommendations will find the Martin Luther King, Jr. Medical Campus Signage Refurbishment Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 8A165, 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 proposed Martin Luther King, Jr. Medical Campus Signage Refurbishment 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 Martin Luther King, Jr. Medical Campus Signage Refurbishment Project, Capital Project No. 8A165 with a total project budget of \$2,600,000.

3. Approve an appropriation adjustment to transfer \$2,600,000 from the use of obligated fund balance Committed for American Rescue Plan–Enabled Capital Programs, as follows: \$2,412,000 to the Martin Luther King, Jr. Medical Campus Signage Refurbishment Project, Capital Project No. 8A165, and \$188,000 to the Project and Facility Development budget unit for reimbursement of predevelopment costs.
4. Authorize the Director of Internal Services Department, or their designee, to deliver the proposed Martin Luther King, Jr. Medical Campus Signage Refurbishment Project using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The proposed Martin Luther King, Jr. (MLK) Medical Campus Signage Refurbishment Project (Project) will refurbish existing signage at the MLK Medical Campus located at 1670 East 120th Street, Los Angeles, CA 90059.

The proposed refurbishment work involves restoring and reconditioning the existing campus signage and wayfinding system throughout the MLK Medical Campus to maintain visibility, accessibility, and compliance with current standards. The campus currently has an established signage network that provides identification, directional, parking, and informational guidance for vehicles and pedestrians. Over time, many of these signs have deteriorated or no longer meet current visibility and accessibility standards. The existing signage network, which includes campus identification, vehicular and pedestrian directional, parking, and informational signage, would be refurbished or replaced in-kind as needed to restore legibility and function. In total, 65 existing signs will be addressed, including wall-mounted and pedestal-mounted signage.

To maintain consistent navigation and campus identity, the proposed refurbishment would address two primary and three secondary campus identification signs, departmental entry signs, and a combination of primary, secondary, and tertiary directional signs for both vehicles and pedestrians. Parking signage, including identification for primary and secondary lots, and overhead informational signage would also be restored or replaced where required. Work at the Urgent Care entrance would include repainting with a high-contrast green color to restore visibility and user recognition consistent with the existing design intent. Selected signage will incorporate lighting components to maintain functionality and compliance with accessibility standards.

Due to funding constraints, the proposed project will be completed in three phases. Phases I and Phase II would address a total of 41 existing signs identified as critical and supportive components of the established wayfinding network, including monument, vehicle, parking, and pedestrian signage. These signs were identified as essential to restoring the effectiveness of the existing system. Phase III would address remaining non-critical signage when additional funding becomes available or through work completed by the MLK Sign Shop.

The estimated project duration is approximately 11 months which includes construction and project closeout.

Implementation of Strategic Plan Goals

These recommendations support the County of Los Angeles (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 Phase I and Phase II of the proposed Project is currently estimated at \$2,600,000, which includes design, construction, change order allowance, inspection/testing, Civic Art allowance, and Internal Services Department (ISD) County services (Enclosure A).

Board approval of the enclosed Fiscal Year 2025-26 appropriation adjustment (Enclosure B) will enable the utilization of \$2,600,000 from the use of obligated fund balance Committed for American Rescue Plan-Enabled Capital Programs as follows: \$2,412,000 to fully fund Phase I and Phase II of the proposed Project, Capital Project No. 8A165, and \$188,000 to reimburse the Project and Facility Development (PFD) budget unit for the previously expended predevelopment costs. There is no net County cost impact associated with the recommended actions.

Operating Budget Impact:

The proposed scope of work consists of repairs and remodeling made to an existing space. Therefore, if approved, ISD and Department of Health Services (DHS) do not anticipate any one-time start-up or additional ongoing costs as a result of the completion 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 will have a mandatory hiring requirement of at least thirty percent (30%) Local Workers and ten 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 for the Civic Art Allocation, which is estimated at \$19,000, and are restricted American Rescue Plan-Enabled funds to be allocated to Civic Art at the site, or returned to the project if an art project cannot be completed at the site within the performance period.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the California Environmental Quality Act (CEQA). The scope of work consists of refurbishments made to existing signage. 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), 15303, and Section 15311(a) of the State CEQA Guidelines and Classes 1(c), 3, and 11(d) 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 the placement of on-premise signs.

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 (Notice) 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, remodeling, 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 recommended actions will have no impact on current County services or projects. The MLK Medical Campus facility will remain open during construction and the contractor will be required to phase and coordinate construction activities with the County to minimize disruption of public access and operations at the facility.

CONCLUSION

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

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:PB:kc

Enclosures

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

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	DHS MLK Campus Signage Refurb
CAPITAL PROJECT NO. :	8A165

I. PROJECT SCHEDULE		
Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	2 months following Board approval	July 2026
Jurisdictional Approval	5 months following Board approval	October 2026
Award Construction Contract	5 months following Board approval	October 2026
Substantial Completion	15 months following Board approval	August 2027
Project Acceptance	16 months following Board approval	September 2027

II. BUDGET SUMMARY	
Budget Category	Proposed Budget
Construction	
Construction	\$ 1,639,000.00
Change Orders (Contingency)	\$ 100,000.00
Subtotal	\$ 1,739,000.00
Civic Art	\$ 19,000.00
Plans and Specifications	\$ 221,000.00
Jurisdictional Review/Plan Check/Permits	\$ 71,000.00
Project Management	\$ 78,000.00
Overhead	\$ 472,000.00
Total Project Budget	\$ 2,600,000.00

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BA FORM 10142022

BOARD OF SUPERVISORS
OFFICIAL COPY

May 19, 2026

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
4 - VOTES**

SOURCES

USES

GENERAL FUND
A01-304Q
COMMITTED FOR AMERICAN RESCUE PLAN-ENABLED CAPITAL PROGRAMS
DECREASE OBLIGATED FUND BALANCE 2,600,000

HEALTH SERVICES
MLK JR. MEDICAL CAMPUS SIGNAGE REFURBISHMENT
A01-CP-6014-65036-8A165
CAPITAL ASSETS - B & I
INCREASE APPROPRIATION 2,412,000

PROJECT AND FACILITY DEVELOPMENT
A01-CF-2000-10190
SERVICES & SUPPLIES
INCREASE APPROPRIATION 188,000

SOURCES TOTAL \$ 2,600,000

USES TOTAL \$ 2,600,000

JUSTIFICATION

Reflects the use of \$2,600,000 obligated fund balance Committed for American Rescue Plan-Enabled Capital Programs as follows: \$2,412,000 to the Martin Luther King, Jr. Medical Campus Signage Refurbishment Project, Capital Project No. 8A165, and \$188,000 to the Project and Facility Development budget unit for reimbursement of predevelopment costs.

James Yun

Digitally signed by James Yun
Date: 2026.04.21 10:17:52 -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 **Lan Sam**
Digitally signed by Lan Sam
Date: 2026.04.22 10:41:31 -07'00'

B.A. NO. **217**

DATE **4/22/26**

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY **Amir Alam**
Digitally signed by Amir Alam
Date: 2026.04.22 12:44:43 -07'00'

DATE **4/22/26**