



MICHAEL OWH
Director

County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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June 16, 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
CASTRO PEAK MICROWAVE STATION FUEL TANK REPLACEMENT PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 8A180
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
(FY 2025-26)
(SUPERVISORIAL DISTRICT 3 - 3-VOTES)**

SUBJECT

Approval of the recommendations will find the proposed Castro Peak 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 Castro Peak 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 Castro Peak Microwave Station Fuel Tank Replacement, Capital Project No. 8A180 with a total project budget of \$725,000.

3. Approve an appropriation adjustment to transfer \$663,000 from the Internal Services Department, Services and Supplies budget to the Castro Peak Microwave Station Fuel Tank Replacement, Capital Project No. 8A180, to fully fund the proposed project. The Internal Services Department has previously paid a total of \$62,000 from its operating budget for pre-construction services for the Castro Peak 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 Castro Peak Microwave Station Fuel Tank Replacement Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 8A180, approve the proposed Project budget and an appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the proposed Project using a Board-approved Job Order Contract (JOC).

The proposed Project will replace the existing 2,000-gallon above-ground fuel storage tank and related equipment located at 928 S. Latigo Canyon Road, Malibu, California. The tank serves the Castro Peak Microwave Station and provides fuel to the emergency generator in the event of a loss of commercial power. The microwave station is located in a remote area with rugged terrain where wildfire risk is high and reliable backup power is critical to maintain County of Los Angeles (County) communications. The proposed Project will install a 2,000-gallon UL-2085 listed above-ground fuel storage tank and associated components to maintain reliable emergency generator operation at the site.

The proposed scope of work includes temporarily transferring and storing the existing fuel onsite, removing and disposing of the existing above-ground storage tank and containment pad, and constructing a concrete foundation and containment structure. The proposed Project will also install the 2,000-gallon above-ground fuel storage tank, spill containment unit, and associated fuel supply and return piping connected to the existing generator system. In addition, the proposed work will reconnect the existing monitoring sensors and install a fuel monitoring control panel with audible and visual alarms, along with the necessary electrical and communication connections.

The estimated project duration is approximately five (5) months, which includes construction and project closeout.

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 Project is estimated at \$725,000, which includes design, construction, change order allowances, inspection/testing, and ISD County services (Enclosure A). Pre-construction costs of approximately \$62,000 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 \$663,000 from ISD, Services and Supplies budget, which is funded by net County cost to fully fund the proposed Project, Capital Project No. 8A180.

Operating Budget Impact:

The proposed scope of work consists of the replacement of existing equipment and associated components. Therefore, ISD does not anticipate any one-time start-up or additional ongoing costs as a result of the proposed Project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board of Supervisor's (Board) Local and Targeted Worker Hire Policy, updated on May 17, 2023, the proposed 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 proposed 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 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 Section 15303(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.

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.

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CONTRACTING PROCESS

The proposed Project will be delivered using an ISD Board-approved 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 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 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 Capital Projects Section, and the Chief Executive Office – Capital Programs Division.

Respectfully submitted,



MICHAEL OWH
Director

MO:QH:PB:kc

Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	ISD Castro Peak Fuel Tank Repl
CAPITAL PROJECT NO. :	8A180

I. PROJECT SCHEDULE		
Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	Complete	March 2026
Jurisdictional Approval	In Progress	July 2026
Award Construction Contract	3 months following Board approval	September 2026
Substantial Completion	6 months following Board approval	December 2026
Project Acceptance	8 months following Board approval	February 2027

II. BUDGET SUMMARY	
Budget Category	Proposed Budget
Construction	
Construction	\$ 407,000.00
Change Orders (Contingency)	\$ 54,000.00
Subtotal	\$ 461,000.00
Civic Art (if not exempt)	\$ -
Plans and Specifications	\$ 49,000.00
Jurisdictional Review/Plan Check/Permits	\$ 29,000.00
Project Management	\$ 54,000.00
Overhead	\$ 132,000.00
Total Project Budget	\$ 725,000.00

June 16, 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 RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFORE

FY 2025-26

3 - VOTES

SOURCES		USES	
INTERNAL SERVICES A01-IS-2000-13100 SERVICES & SUPPLIES DECREASE APPROPRIATION	663,000	INTERNAL SERVICES DEPARTMENT CASTRO PEAK MICROWAVE STATION FUEL TANK REPLACEMENT A01-CP-6014-65049-8A180 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	663,000
SOURCES TOTAL	\$ 663,000	USES TOTAL	\$ 663,000

JUSTIFICATION

Reflects the transfer of \$663,000 from the Internal Services Department, Services and Supplies budget to the Castro Peak Microwave Station Fuel Tank Replacement, Capital Project No. 8A180, to fully fund the proposed project.

**Vanessa
Esparza**

Digitally signed by
Vanessa Esparza
Date: 2026.05.15
11:50:54 -07'00'

AUTHORIZED SIGNATURE

VANESSA ESPARZA, ISD ADMIN DEPUTY

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

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---

ACTION

RECOMMENDATION

Andrea

Digitally signed by
Andrea Turner
Date: 2026.05.20
11:55:04 -07'00'

BY **Turner**

AUDITOR-CONTROLLER

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

Amir Alam

Digitally signed by
Amir Alam
Date: 2026.05.20
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BY

B.A. NO. **231**

DATE **5/20/26**

DATE **5/20/26**