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September 9, 2026

To: Supervisor Hilda L. Solis, Chair
Supervisor Holly J. Mitchell
Supervisor Lindsey P. Horvath
Supervisor Janice Hahn
Supervisor Kathryn Barger

From: Michael Owh 
Director

OPPORTUNITIES TO SAVE ON OPERATIONAL EXPENSES AT THE HALL OF ADMINISTRATION (ITEM NO. 14, AGENDA OF JUNE 9, 2026)

On June 9, 2026, the County of Los Angeles (County) Board of Supervisors (Board) adopted the motion, [Opportunities to Save on Operational Expenses at the Hall of Administration](#), directing the Internal Services Department (ISD) to evaluate and report back in writing with the following information:

1. The feasibility of transitioning from a staffed parking attendant to an automated parking gate at the Hill Street (Lot 18) parking entrance;
2. The feasibility of transitioning to an automated parking gate at the Grand Avenue (Lot 18) parking entrance for operation outside of standard business hours; and
3. Associated costs for implementing automated parking gates, including installation and transition expenses, as well as projected savings.

Background

Lot 18 is a County-owned parking garage located at the Hall of Administration (HOA) in the Civic Center. The garage serves County and Court employees and authorized guests and is accessible via two entrances: Hill Street and Grand Avenue. Both entrances are currently staffed by ISD Parking Lot Attendants (PLAs) Monday through Friday from 6:00 a.m. to 3:30 p.m.

ISD manages parking operations at Lot 18 through its Parking Services Section, which oversees multiple County parking facilities. In response to the Board's motion directing ISD to evaluate the feasibility of automating the Hill Street and Grand Avenue entrances, ISD assessed the viability of transitioning both entrances to an automated gate arm system using Parking Access and Revenue Control System (PARCS) technology.

The following report presents ISD's findings and recommendations for each entrance, followed by a cost analysis and ISD's recommended system configuration.

The feasibility of transitioning from a staffed parking attendant to an automated parking gate at the Hill Street (Lot 18) parking entrance.

The Hill Street entrance is currently staffed Monday through Friday from 6:00 a.m. to 3:30 p.m. by an on-site Parking Lot Attendant (PLA). The PLA is responsible for controlling vehicle access, assisting employees and the public, monitoring parking activity, including observing vehicle flow and identifying peak traffic periods, and responding to real-time operational issues such as emergencies and security concerns. On average, approximately 385 employees and 5 guests enter the garage via this entrance daily, with peak arrivals between 7:00 a.m. and 10:00 a.m.

The Hill Street entrance roll-up gate is lowered at 3:30 p.m. daily, effectively closing the entrance after staffed hours. The exit remains accessible after hours; however, a roll-up gate is lowered at 8:00 p.m. as an independent physical security measure, separate from the proposed gate arm access control system. The exit roll-up gate opens automatically as vehicles approach and are detected by the sensor, allowing a seamless exit.

The Hill Street ramp is located in a high-traffic zone near bus and train stops, which results in increased pedestrian activity throughout the day. Employees are required to display their parking hangtag upon entry, allowing the PLA to screen vehicles without requiring them to stop. Visitors whose names appear on an authorized guest list are granted access upon verification by the PLA.

An automated entrance featuring a gate arm and Automatic Vehicle Identification (AVI) technology would offer a comparable experience for credentialed employees. AVI is a hands-free access solution that uses a transponder on the permit, which is detected by a reader on the entry (and exit) column as a vehicle approaches. No driver action is needed; access is granted in milliseconds. This allows the system to verify the vehicle's credentials and automatically trigger the gate arm, eliminating the need for employees to manage keycards, roll down their windows, or interact with a PLA. To provide sufficient queuing space and prevent congestion on the street, two entry columns with readers would be placed down the ramp. An exit column is also recommended to capture vehicle entry and exit data. For guests, access would be managed via QR code issued in advance of their visit, allowing them to credential in at the entry column without requiring a staffed booth presence. Given that Hill Street averages minimal guests per day, the operational impact of this transition is expected to be minimal.

Transitioning to a gate arm system at the Hill Street entrance presents both operational advantages and notable challenges.

Advantages:

- Automation restricts access to credentialed users only, reducing the likelihood of unauthorized vehicles using the garage for free parking or illegal activity.
- AVI technology provides a hands-free entry experience for credentialed employees, reading the transponder automatically as the vehicle approaches the entry column without requiring interaction with the equipment.
- Entries and exits would be time-stamped, creating an auditable record of garage activity.
- An automated system performs consistently regardless of staffing variables such as scheduling gaps or coverage issues.

Challenges:

- During the hours when the entrance is open, guests without established credentials may experience delays and inconvenience when attempting to access the garage, as there would be no attendant at the booth to assist with real-time access issues.
- Tailgating, where a second vehicle follows an authorized vehicle through the gate, is a common challenge with barrier systems.
- The gate arm is susceptible to vandalism and equipment damage. During hours when a PLA is on-site, they would be deployed to the Hill Street entrance to screen vehicles until repairs are completed (which will depend upon the extent of the repairs needed).
- Customer assistance becomes technology dependent. Employees or visitors experiencing access issues must initiate contact via intercom, and resolution depends on ISD's availability and response time.
- The transition requires capital investment and introduces ongoing maintenance requirements and equipment lifecycle considerations.

Cost Summary: Hill Street

Hill Street: Open-Ended System					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (PLA & Operating Costs; No Automation)	\$108,000	\$108,000	\$108,000	\$108,000	\$108,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$118,995	\$6,374	\$6,427	\$6,482	\$6,540
Total Cost If Automated	\$226,995	\$114,374	\$114,427	\$114,482	\$114,540
Hill Street: Closed-Ended System					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (PLA & Operating Costs; No Automation)	\$108,000	\$108,000	\$108,000	\$108,000	\$108,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$176,953	\$10,548	\$10,653	\$10,764	\$10,879
Total Cost If Automated	\$284,953	\$118,548	\$118,653	\$118,764	\$118,879

Notes

- * Year 1: Includes one-time upfront investment for equipment and installation, in addition to first-year operating costs.
- * Years 2-5: Reflects ongoing operating costs with a 5% annual escalation applied to software licensing.
- * Current Costs continue regardless of automation (at Grand and/or Hill).

The feasibility of transitioning to an automated parking gate at the Grand Avenue (Lot 18) parking entrance for operation outside of standard business hours.

The Grand Avenue entrance and exit are accessible 24/7. While the building's standard business hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, County officials and staff with operational needs outside those hours have around-the-clock access.

The entrance is currently staffed Monday through Friday from 6:00 a.m. to 3:30 p.m. by an on-site PLA who provides the same services as those at the Hill Street entrance. In addition, Grand Avenue PLA(s) manage a daily guest list and check in an average of 50 guests per day. As the primary access ramp for HOA employees and guests, Grand Avenue handles significantly higher traffic volume than Hill Street. After 3:30 p.m. on weekdays and all day on weekends and holidays, a contracted private guard is stationed at the Grand Avenue booth through 6:30 a.m. to provide security services. Additionally, a rover is assigned to Lot 18 from 6:00 p.m. to 6:00 a.m. daily, including weekends and holidays. The combined cost of both positions is reflected in the cost analysis.

The Grand Avenue entrance and exit roll-up gates remain open 24/7 and are only lowered manually as needed.

As directed by the motion, the feasibility of automation at this entrance was requested to be evaluated for after-hours use only, given the volume and complexity of daytime operations. Similar to Hill Street, the installation would require two entry columns with readers placed down the ramp to allow sufficient queuing without causing street congestion. An exit column is also recommended to capture vehicle entry and exit data.

Transitioning to a gate arm system at the Grand Avenue entrance during after-hours presents both cost-saving opportunities and operational challenges, several of which are consistent with those identified at Hill Street.

Advantages:

- Automation restricts access to credentialed users only after hours, reducing the likelihood of unauthorized vehicles using the garage for free parking or illegal activity.
- Eliminating contracted private guard coverage for after-hours coverage at the Grand Avenue booth and the rover assigned to Lot 18 represents the most significant cost savings opportunity associated with this transition.
- Entries and exits would be time-stamped, creating an auditable record of after-hours garage activity.
- An automated system provides consistent operational control after hours without dependence on guard availability, scheduling, or coverage gaps.

Challenges:

- Tailgating remains a risk, though lower given the minimal after-hours traffic volume into the garage.
- The gate arm is susceptible to vandalism and equipment damage. During hours when a PLA is on-site, they would be deployed to the Grand Avenue entrance to screen vehicles until repairs are completed. After hours, when no PLA is on-site, ISD's contractor would be responsible for arranging coverage until the equipment is restored to service.
- Customer assistance becomes technology dependent. Employees or visitors experiencing access issues after hours must initiate contact via intercom. Resolution time will depend on the HOA's 2nd floor security hub or ISD's contractor. While the contractor maintains a staffing presence at the Music Center Garage across the street, their availability to respond to Lot 18 is not guaranteed if they are actively managing operations at that location.
- The transition requires capital investment and introduces ongoing maintenance requirements and equipment lifecycle considerations.

Cost Summary: Grand Avenue

Grand Avenue: Open-Ended System (After-hours Only)					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (Security & Operating Costs; No Automation)	\$59,000	\$59,000	\$59,000	\$59,000	\$59,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$237,995	\$5,374	\$5,427	\$5,482	\$5,540
Total Cost If Automated	\$296,995	\$64,374	\$64,427	\$64,482	\$64,540

Grand Avenue: Closed-Ended System (24/7 Automation)					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (PLA, Security, & Operating Costs; No Automation)	\$271,000	\$271,000	\$271,000	\$271,000	\$271,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$295,953	\$9,548	\$9,653	\$9,764	\$9,879
Total Cost If Automated	\$566,953	\$280,548	\$280,653	\$280,764	\$280,879

Notes

* Year 1: Includes one-time upfront investment for equipment and installation, in addition to first-year operating costs.

* Years 2-5: Reflects ongoing operating costs with a 5% annual escalation applied to software licensing.

* Current Costs continue regardless of automation (at Grand and/or Hill).

Recommendation: Closed-End System Configuration

It is recommended that a fully closed-end, 24/7 gate arm system be implemented at both the Hill Street and Grand Avenue entrances and exits at Lot 18. This recommendation goes beyond the scope of the motion's directives, which are primarily centered on an open-ended configuration at the Hill Street entrance and after-hours-only automation at the Grand Avenue entrance.

This recommendation is driven by two key considerations: anti-pass back enforcement, which prevents permit holders from using their credentials to access the garage with multiple vehicles or sharing credentials with unauthorized users since the system cannot

be gamed without a confirmed exit on record; and complete utilization data, which gives ISD real-time occupancy counts, accurate duration-of-stay reporting, and a full audit trail for both employee and guest parking activity, none of which are possible without exit records.

Closed-End System

A closed-end system does not mean all entry and exit points are physically closed or restricted; rather, it means that both entry and exit points are equipped with gate arms and credential readers, providing controlled access in both directions. Vehicles credential in upon entry and credential out upon exit, closing the loop on every parking transaction. For guest parkers, access would be managed through a QR code issued in advance of their visit, allowing them to credential in and out at the entry and exit columns without requiring a staffed booth presence.

The cost of the equipment is modest relative to these operational and data integrity benefits, and with AVI technology, the exit experience remains frictionless for credentialed employees, as the gate arm opens automatically upon detection of the transponder, without requiring the vehicle to stop. However, while automation offers meaningful operational benefits at both entrances, it would not reduce County staffing costs, and labor cost savings are not anticipated as a direct result of automation.

Open-End System

For reference, an open-end configuration controls entry only, allowing vehicles to exit freely without a gate arm or credential check. This approach reduces upfront hardware costs by eliminating exit columns and readers and allows faster throughput at the exit lane. Under this configuration, credentialed employees would enter via AVI technology at the entry column and exit freely without stopping. Guest access would be managed via QR code at the entry column during both operational and after-hours periods, eliminating the need for a staffed booth presence. However, without exit controls, there is no mechanism to prevent a permit holder from using or sharing their credentials with multiple vehicles, as the system cannot confirm whether a vehicle has exited before a new entry is recorded. Additionally, without exit records, ISD cannot determine how long vehicles are staying, whether a vehicle has left the garage, or report accurately on occupancy, directly affecting permit compliance and operational visibility.

Cost Summary: Hill and Grand

Recommended Scenario (Closed-Ended, Both Entrances)					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (PLA & Operating Costs; No Automation)	\$379,000	\$379,000	\$379,000	\$379,000	\$379,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$472,906	\$20,097	\$20,307	\$20,527	\$20,759
Total Cost If Automated	\$851,906	\$399,097	\$399,307	\$399,527	\$399,759

Notes

* Year 1: Includes one-time upfront investment for equipment and installation, in addition to first-year operating costs.

* Years 2-5: Reflects ongoing operating costs with a 5% annual escalation applied to software licensing.

* Current Costs continue regardless of automation (at Grand and/or Hill).

Conclusion

Automation is feasible at both Lot 18 entrances and offers meaningful operational advantages, including enhanced access control, consistent performance, and an auditable record of garage activity. A fully closed-end system operating 24/7 at both entrances and exits would allow ISD to realize the full operational and data benefits of automation across the entire day. It would also eliminate the need for contracted after-hours security coverage at Grand Avenue, representing the most direct and quantifiable cost savings associated with this recommendation, though no labor cost savings are anticipated as County staffing costs would continue regardless of the configuration implemented.

Regardless of the configuration implemented, roll-up gates at both entrances and exits would be lowered after hours as an independent physical security measure. The roll-up gates would be integrated with the equipment, allowing the roll-up gate to open automatically as a credentialed vehicle is detected by the same sensor that triggers the gate arm, providing a seamless and secure after-hours access experience.

Finally, under the recommended configuration, the Hill Street entrance would continue to close at 3:30 p.m. as it does today, with exceptions made on a case-by-case basis for specific events or operational needs.

If you have any questions, please contact me at (323) 267-2101 or via email at MOwh@isd.lacounty.gov. Alternatively, your staff may contact Felicia Linstrot Johnson, General Manager for Facilities, at (323) 267-2107 or via email at FJohnson2@isd.lacounty.gov.

MO:QH:FLJ:AC:ct

Attachment

c: Executive Office, Board of Supervisors

Exhibit A: AP 18 Cost Breakdown

Detailed cost assumptions and line-item breakdown:

Page 1: Hill Street: One-Time Installation & Equipment Costs

Page 2: Hill Street: Ongoing Annual Costs

Page 3: Grand Avenue: One-Time Installation & Equipment Costs

Page 4: Grand Avenue: Ongoing Annual Costs

Page 5: Lot 18 Automation, 5-Year Summary

Hill Street: One-Time Installation & Equipment Costs

Line Item	Open-Ended	Closed-Ended (Recommended)	Notes
EQUIPMENT			
Access Control Column	\$10,800	\$21,600	
Loop Sensor	\$3,600	\$3,600	
Gate Arms, Straight (Entry)	\$6,600	\$6,600	
Gate Arms, Folding (Exit)	-	\$6,600	
AVI Readers	\$9,288	\$18,576	
Keycards (1000 QTY)	\$12,000	\$12,000	QTY broken down by 1K per entrance
Parking Gate & Lane Controller	\$4,364	\$8,728	
Total Equipment	\$46,652	\$77,704	
INSTALLATION & INFRASTRUCTURE			
Electrical / Conduit Work	\$12,052	\$20,104	
Masonry / Civil Work	\$3,258	\$6,516	
Signage & Striping	\$1,000	\$1,500	
T2 Installation	\$9,180	\$11,180	
Total Installation & Infrastructure	\$25,490	\$39,300	
PROJECT MANAGEMENT COSTS			
T2 Project Services / Configuration / Shipping	\$11,750	\$11,750	
ISD Project Management	\$10,000		ISD IT Project Manager
ADA Compliance Modifications	-	-	None identified
Total Project Management Costs	\$21,750	\$21,750	
CONTINGENCY			
Contingency (20%)	\$18,778	\$27,751	
<u>TOTAL ONE-TIME COSTS</u>	<u>\$112,670</u>	<u>\$166,505</u>	

Hill Street: Ongoing Annual Costs

Line Item	Open-Ended	Closed-Ended (Recommended)	Notes
CURRENT ANNUAL COSTS			
Parking Lot Attendant, S&EB ⁽¹⁾	\$106,000	\$106,000	
Other Current Operating Costs ⁽²⁾	\$2,000	\$2,000	
Total Current Annual Costs	\$108,000	\$108,000	
ONGOING ANNUAL COSTS (POST-AUTOMATION)			
T2 Annual Software Costs ⁽³⁾	\$1,000	\$2,000	
Equipment Preventive Maintenance ⁽⁴⁾	\$2,000	\$4,000	
Utilities ⁽⁵⁾	\$1,124	\$2,248	
Other Ongoing Costs ⁽⁶⁾	\$2,200	\$2,200	
TOTAL ONGOING ANNUAL COSTS	\$6,324	\$10,448	

(1)Salary & Employee Benefits (S&EB) for (1) FTE.

(2)Projected cost for annual booth maintenance, annual uniform cost for (1) FTE, & misc. supplies.

(3)Unit price per device is \$500; 5% escalation per year.

(4)Projected cost of annual preventive maintenance agreement (\$1K/gate arm).

(5)FY 25-26 utilities cost + 30% projected increase

(6)Annual keycard inventory, booth maintenance.

Grand Avenue: One-Time Installation & Equipment Costs

Line Item	Open-Ended (Afterhours Only)	Closed-Ended 24/7 (Recommended)	Notes
EQUIPMENT			
Access Control Column	\$10,800	\$21,600	
Loop Sensor	\$3,600	\$3,600	
Gate Arms, Straight (Entry)	\$6,600	\$6,600	
Gate Arms, Folding (Exit)	-	\$6,600	
AVI Readers	\$9,288	\$18,576	
Keycards (1000 QTY)	\$12,000	\$12,000	QTY broken down by 1K per entrance
New Entrance Gate	\$100,000	\$100,000	
Parking Gate & Lane Controller	\$4,364	\$8,728	
Total Equipment	\$146,652	\$177,704	
INSTALLATION & INFRASTRUCTURE			
Electrical / Conduit Work	\$12,052	\$20,104	
Masonry / Civil Work	\$3,258	\$6,516	
Signage & Striping	\$1,000	\$1,500	
T2 Installation	\$9,180	\$11,180	
Total Installation & Infrastructure	\$25,490	\$39,300	
PROJECT MANAGEMENT COSTS			
T2 Project Services / Configuration / Shipping	\$11,750	\$11,750	
ISD Project Management	\$10,000		ISD IT Project Manager
ADA Compliance Modifications	-	-	None identified
Total Project Management Costs	\$21,750	\$21,750	
CONTINGENCY			
Contingency (20%)	\$38,778	\$47,751	
<u>TOTAL ONE-TIME COSTS</u>	<u>\$232,670</u>	<u>\$286,505</u>	

Grand Avenue: Ongoing Annual Costs

Line Item	Open OR Closed- Ended (Afterhours Only)	Closed-Ended Full Automation (Recommended)	Notes
CURRENT ANNUAL COSTS			
Parking Lot Attendant, S&EB ⁽¹⁾	-	\$212,000	
Other Current Operating Costs ⁽²⁾	\$2,000	\$2,000	
Security Guard ⁽³⁾	\$57,000	\$57,000	
Total Current Annual Costs	\$59,000	\$271,000	
ONGOING ANNUAL COSTS (POST-AUTOMATION)			
T2 Annual Software Costs ⁽⁴⁾	\$1,000	\$2,000	
Equipment Preventive Maintenance ⁽⁵⁾	\$2,000	\$4,000	
Utilities ⁽⁶⁾	\$1,124	\$2,248	
Other Ongoing Costs ⁽⁷⁾	\$1,200	\$1,200	
<u>TOTAL ONGOING ANNUAL COSTS</u>	<u>\$5,324</u>	<u>\$9,448</u>	

(1)S&EB for 2 FTEs. PLA costs would continue, as affected employees would be reassigned rather than separated.

(2)Projected cost for annual booth maintenance, water, & misc. supplies.

(3)Avg of FY 25-26 actuals of guard at the Grand booth and Lot 18 rover.

(4)Unit price per device is \$500; 5% escalation per year.

(5)Projected cost of annual preventive maintenance agreement (\$1K/gate arm).

(6)FY 25-26 utilities cost + 30% projected increase

(7)Annual keycard inventory.

Lot 18 Automation: 5-Year Summary

Hill Street: Open-Ended System					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (PLA & Operating Costs; No Automation)	\$108,000	\$108,000	\$108,000	\$108,000	\$108,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$118,995	\$6,374	\$6,427	\$6,482	\$6,540
Total Cost If Automated	\$226,995	\$114,374	\$114,427	\$114,482	\$114,540
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Grand Avenue: Open-Ended System (After-hours Only)					
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Total Cost If Automated	\$296,995	\$64,374	\$64,427	\$64,482	\$64,540
Grand Avenue: Closed-Ended System (24/7 Automation)					
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Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$295,953	\$9,548	\$9,653	\$9,764	\$9,879
Total Cost If Automated	\$566,953	\$280,548	\$280,653	\$280,764	\$280,879
Recommended Scenario (Closed-Ended, Both Entrances)					
	Year 1 (includes one-time investment)	Year 2	Year 3	Year 4	Year 5
Current Costs (PLA & Operating Costs; No Automation)	\$379,000	\$379,000	\$379,000	\$379,000	\$379,000
Automation Costs (Equipment, Installation, & Post-Automation Costs)	\$472,906	\$20,097	\$20,307	\$20,527	\$20,759
Total Cost If Automated	\$851,906	\$399,097	\$399,307	\$399,527	\$399,759

Notes

* Year 1: Includes one-time upfront investment for equipment and installation, in addition to first-year operating costs.

* Years 2-5: Reflects ongoing operating costs with a 5% annual escalation applied to software licensing.

* Current Costs continue regardless of automation (at Grand and/or Hill).

EXECUTIVE OFFICE



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September 9, 2026

TO: Supervisor Hilda L. Solis, Chair
Supervisor Holly J. Mitchell, Chair Pro Tem
Supervisor Janice Hahn
Supervisor Lindsey P. Horvath
Supervisor Kathryn Barger

FROM: Edward Yen *Edward Yen*
Executive Officer

SUBJECT: **REPORT BACK ON OPPORTUNITIES TO SAVE ON OPERATIONAL
EXPENSES AT THE HALL OF ADMINISTRATION (ITEM NO. 14,
AGENDA OF JUNE 9, 2026)**

On June 9, 2026, the Board of Supervisors (Board) adopted a motion directing the Executive Officer of the Board of Supervisors, as the Hall of Administration's (HOA) building proprietor, in consultation with the Los Angeles County Sheriff's Department (LASD), to evaluate opportunities to reduce operational expenses and improve efficiencies at the HOA.

Specifically, the motion directed the Executive Office to:

Conduct a 60-day count of individuals entering the HOA through each of the building's five entrances, distinguishing between members of the public and County staff, and provide a description of the methodology used to conduct the counts.

Additionally, the motion directed the Executive Office, in consultation with the Sheriff's Department to report back to your Board to:

Provide a breakdown of the annual costs associated with operating each building entrance, including magnetometers, contracted security guards, and other related expenses;

Provide applicable contract information for magnetometer and security guard services, including contract terms, termination provisions, and potential early-termination fees;

Evaluate the feasibility and cost of converting the designated employee entrance to a controlled-access system using existing County-issued key cards, including one-time equipment and installation, and ongoing operational and maintenance costs;

Identify additional cost-saving opportunities and operational efficiencies; and

Provide recommendations for potential consolidation or modification of building entrances.

In response to these directives, this report provides information on entrance counts, operating costs, contract terms, controlled-access options, and other opportunities to improve operational efficiency and reduce expenses at the HOA.

Background

The HOA is a County-owned facility located within the Los Angeles Civic Center and serves as the headquarters for the Los Angeles County Board of Supervisors and several County departments and offices. The building supports a wide range of governmental, administrative, and public-facing functions and accommodates County employees, elected officials, members of the public, and other visitors on a daily basis. As proprietor, the Executive Office of the Board of Supervisors oversees and coordinates various aspects of the HOA building operations in partnership with the Internal Services Department (ISD), Chief Executive Office (CEO), LASD, and other County partners.

Building access is provided through multiple entrances serving employees and the public. The Basement/Lot 18 entrance is designated for employee access and operates Monday through Friday from 6:00 a.m. to 6:00 p.m., with 24-hour employee access available upon presentation of a County badge to security. The First Floor Hill Street, Third Floor Temple Street, and Fourth Floor Grand Avenue entrances operate Monday through Friday from 6:00 a.m. to 6:00 p.m. The Second Floor Grand Park entrance serves as the building's primary 24-hour entrance and remains accessible seven days a week.

During regular business hours, the Executive Office, in partnership with Allied Universal Security and other County security partners, maintains security screening at HOA entrances. All individuals entering the building, including County employees and members of the public, are required to undergo security screening prior to entry. These access and screening operations are intended to maintain a safe and secure environment while supporting the daily movement of employees, visitors, and constituents throughout the building.

Hall of Administration Entrance Counts

To evaluate building traffic and usage patterns, the Executive Office and LASD, in collaboration with Allied Universal Security, conducted entrance counts during the following period and used the methodology described below:

Counting Period and Methodology:

The motion directed a 60-day count at the building's five entrances. The Executive Office conducted the entrance count over 70 days and expanded the scope to include the Third Floor ADA entrance, Board Room entrance, and Lot 22 entrance. The entrance count was conducted from June 22, 2026, through August 30, 2026, to capture building entry activity across the HOA. The effort included the Basement; First Floor (Hill Street); Second Floor (Gloria Molina Grand Park); Third Floor entrances at Temple Street, the ADA entrance, Board Room entrance, and Lot 22; and the Fourth Floor (Grand Avenue).

Allied Universal Security guards assigned to each entrance were responsible for tracking activity during regular business hours. Guards were provided with two handheld clickers: one to record members of the public and another to record County employees, identified by a displayed County identification badge. During Board meetings, Executive Office staff separately tracked individuals entering through the Board Room entrance and incorporated those counts into the overall building totals.

The counts were intended to measure overall entrance activity. As a result, the totals include initial entries, reentries, and individuals who may have entered and exited the building multiple times during the reporting period.

To support consistency and validation, guards submitted their daily counts to their managers at the end of each day. These managers reviewed the data and provided validated totals to the LASD Contract Monitoring Unit, who compiled weekly reports covering each Monday-through-Sunday reporting period. These reports were submitted each Monday to the Executive Office. The Executive Office then reviewed the data, incorporated the Board Room entrance counts, and maintained a consolidated tally to track entrance activity throughout the 70-day counting period.

Results and Key Findings:

During the counting period, a total of 165,382 entries were recorded across the HOA's monitored entrances. Of those, 144,379 (87.3%) were County employees displaying a County identification badge and 21,003 (12.7%) were members of the public. Activity was concentrated on the Second Floor, First Floor, and Basement entrances, which collectively accounted for 73.2% of recorded entries.

The Second Floor entrance at Gloria Molina Grand Park experienced the highest overall activity, with 43,882 entries, followed by the First Floor Hill Street entrance with 40,061 entries and the Basement entrance with 37,138 entries. By comparison, activity at the upper-floor entrances was lower, with the Fourth Floor Grand Avenue recording 23,960 entries and the Third Floor Temple Street recording 19,312, and the ADA entrance, Board Room entrance, and Lot 22 recording 1,029 entries.

The entrances are used differently. The Second Floor carried the highest volume of County employee traffic and the First Floor the highest volume of public traffic. The lower-level entrances serve as the principal access points for both employees and visitors, while the Third and Fourth Floor entrances experience comparatively lower levels of activity.

Detailed entrance counts, including the breakdown between County employees and members of the public, are provided in Attachment A.

Operational and Cost Analysis

1. Annual Costs to Operate HOA Entrances

The Executive Office, in consultation with LASD, reviewed the staffing, equipment, and other expenses associated with operating each HOA entrance for an annual cost of approximately \$3,277,244.30, as indicated below.

The number of magnetometers assigned to each entrance and the estimated associated annual cost:

A total of fourteen (14) Costruzioni Elettroniche Industriali Automatismi (CEIA) magnetometers support security screening operations at the HOA. Four (4) are assigned to the Basement entrance, while two (2) are assigned to each of the First, Second, Third (Temple St.), and Fourth Floor entrances. The remaining two (2) magnetometers are maintained as backup units. The annual preventive maintenance cost for the magnetometers is \$4,711.90. Preventive maintenance for the magnetometers includes a comprehensive inspection and testing of each unit to ensure proper functionality and reliable operation. This includes functional testing, verification, and calibration of sensitivity settings, as well as inspection/testing of batteries and related power components.

Board Room X-Ray Machine:

One Astrophysics X-ray machine is used to screen belongings at the Board Room entrance, with a second unit available as a backup, for a total of two (2) units. The X-ray machines are owned by the Executive Office and are covered under a five-year warranty and preventative maintenance plan through July 31, 2030, at a total cost of \$76,911.30. The plan includes annual preventative maintenance and a radiation survey

to support reliable operation, extend the useful life of the equipment, and identify potential issues before they affect performance. The annual service also includes the opportunity for operator refresher training and daily inspection procedure training, helping ensure staff are familiar with proper equipment operation and routine safety checks.

Security Wands:

Additionally, thirteen (13) handheld security wands are available to supplement the magnetometers and X-Ray machines to support the screening of individuals when needed. There are no annual costs associated with this equipment. However, replacement or additional equipment costs may be incurred if a unit fails or more units are needed. Costs to replace these units are approximately \$250.00 per unit.

The number of contracted security guards assigned to each entrance and the estimated annual cost for each position:

Throughout the HOA, security coverage is maintained by a combination of armed guards stationed at all primary public entrances and unarmed guards assigned to the Second Floor CCTV/security desk. This includes a total of twenty-one (21) contracted security guard positions, consisting of fifteen (15) armed guards, three (3) unarmed guards, and three (3) onsite supervisors.

The HOA's Basement, First Floor, Third Floor, and Fourth Floor entrances operate under a unified security posture, each staffed by two armed guards during standard business hours.

The Second Floor Entrance, being a critical circulation point, operates under a three-shift model to maintain 24/7 coverage. Two armed guards are assigned daily during the morning and afternoon shifts. During the overnight period, one armed guard remains on post, ensuring uninterrupted security monitoring even during low-traffic periods.

In addition to entrance coverage, Board Meetings are supported by two armed guards every Tuesday.

Complementing all entrance posts, the Second Floor CCTV/Security Desk is staffed by one unarmed guard per shift, operating around the clock.

This security coverage represents a total annual cost of \$3,257,150.14. See Attachment B for a detailed breakdown of guard assignments and associated annual costs for each entrance.

Magnetometer and Security Services Contracts:

The applicable contracts for magnetometer equipment and contracted security guard services identified the following:

Magnetometer Equipment:

There is no applicable equipment contract associated with the magnetometers and X-Ray machines that were purchased by the Executive Office, with annual preventative maintenance costs to maintain the equipment and support continued operation as noted above. Based on discussions with the vendor, magnetometers generally have an estimated useful life of approximately ten (10) years. The existing equipment is 10 to 15 years old. The vendor indicated that, given the age and condition of the existing units, significant repairs may be less cost-effective than purchasing replacement equipment. Preliminary estimates for replacement magnetometers range from approximately \$5,000 to \$25,000 per unit, depending on the model.

Armed and Unarmed Security Guard Services Contract:

Security guard services at the Hall of Administration are provided by Allied Universal Security under Contract No. 78467 and administered through a Service Level Agreement (SLA) between the LASD and the Executive Office, effective July 1, 2026, through June 30, 2027.

There are no applicable early termination fees associated with reducing or discontinuing these services. However, LASD requests a minimum of 30 days' advance notice for any proposed reduction, modification, or full termination of private security guard services. See Attachment B for a breakdown of costs.

3. Controlled Employee Access

Nearly nine of every ten people screened at the HOA are badged County employees. The Executive Office evaluated the feasibility of converting the designated employee entrance into a controlled-access system that uses existing County-issued identification cards. The evaluation considered:

- Compatibility with the County's existing access-control infrastructure;
- Equipment and infrastructure requirements;
- One-time design, installation, and equipment costs;
- Ongoing operational, licensing, and maintenance costs;
- Staffing and security requirements;
- Emergency access, accessibility, and life-safety considerations; and
- The anticipated implementation timeline.

Because these entrances also serve as designated emergency egress points, any controlled-access system would require a comprehensive monitoring and response plan.

The estimated one-time cost to implement controlled access at the First through Fourth Floor entrances is \$42,612. In addition to the access control equipment and installation, the Executive Office would need to procure the necessary management system to administer and maintain credentialed access. This is estimated at approximately \$18,000 and includes a dedicated computer, applicable hardware and software, initial licensing, and continued stock of access cards and printer ink. Combined, the total estimated initial investment to implement and manage the controlled-access system is approximately \$60,000.

Currently, staff from tenant departments throughout the HOA utilize a mix of Sielox and HID access cards. As part of the implementation of the proposed controlled-access system, the Executive Office would need to coordinate with ISD and tenant departments to evaluate existing credentials and consolidate access, as appropriate, to ensure employees have the necessary building access. This process may require additional coordination, system configuration, and issuance or replacement of access cards prior to full implementation.

While no significant ongoing operational or maintenance costs are anticipated for the installed equipment, the Executive Office would be responsible for recurring software licensing and the purchase of additional or replacement access cards, as needed. If implemented, ISD would serve as the lead for the selection and implementation of the system to ensure compatibility with existing County infrastructure and support requirements. Following implementation, ISD would also provide ongoing troubleshooting and technical support on an as-needed basis, with any associated costs funded through the HOA proprietorship budget.

Controlled access for County employees would allow these entrances to remain closed for public ingress, while continuing to permit entry through an authorized County credential/keycard or through security-controlled access, such as a guard remotely releasing the door. The doors would continue to allow unrestricted egress from inside the building in accordance with applicable life-safety requirements. The estimate includes labor, card-access equipment, alarm triggers, and associated alarm and door programming.

The Basement entrance is excluded from this estimate because credentialed access infrastructure is already installed at this location. During regular business hours, the Basement doors remain open and individuals entering the building are subject to the existing security screening process. After regular business hours and on weekends, the doors are secured and access is limited to authorized badge access or entry facilitated by security personnel, with a security check-in process maintained for individuals entering the building.

After consultation with LASD, it is recommended that the existing Basement security screening and check-in procedures remain in place during regular business hours, after hours, and on weekends to maintain appropriate security controls and oversight of building access. Further coordination with ISD and CEO would be needed to determine whether the existing access-control system should be consolidated under the Executive Office and to identify any operational or system modifications necessary to support that transition without disrupting the current screening process.

To effectively implement controlled access across the building, it is recommended that all applicable building entrances operate under a centralized credentialing and access-control system.

4. Additional Cost-Saving Opportunities

The Executive Office has engaged in discussions with LASD, ISD, CEO, and other County partners to identify opportunities to reduce ongoing building operating costs while supporting the long-term efficiency and reliability of the HOA. These discussions have focused broadly on evaluating building operations, space utilization, infrastructure, technology, and recurring services to identify potential efficiencies and opportunities for improvement. Any potential changes would be subject to further evaluation and coordination with the appropriate County partners.

The Executive Office is also exploring opportunities to leverage technology and other resources to improve public access to building and County service information, enhance the overall visitor experience, and help constituents more easily connect with the appropriate departments, resources, and services. Any potential solutions would be evaluated for feasibility, cost, and operational considerations.

In addition, the Executive Office will continue to evaluate the existing security services provided at the HOA under the current contract between the LASD and Allied Universal Security. As part of its ongoing review, the Executive Office is assessing whether modifications to the staffing model, deployment posture, or contractual requirements are needed to ensure that security operations at the HOA remain efficient, responsive, and aligned with facility needs.

After consultation with LASD, the Executive Office anticipates recommending that the County begin exploring alternative security service options for the HOA. This may include evaluating potential vendors capable of meeting the operational and performance standards currently required at the site. As part of this broader assessment, the Executive Office is proposing that it assumes direct oversight of any future security services for the HOA, with continued consultation with LASD. Beginning as early as the FY 2027–28 fiscal year, the Executive Office will explore the feasibility of assuming security services contract oversight. This approach would enable centralized oversight of security operations, create potential opportunities for cost savings, and support the evaluation and implementation of long-term security strategies for the HOA.

The Executive Office will continue coordinating with LASD, ISD, CEO, and other appropriate County partners to assess building infrastructure needs and identify opportunities to improve long-term reliability and efficiency and enhance overall building performance. Potential improvements will be evaluated and prioritized based on identified needs, feasibility, operational impacts, available resources, upfront investment requirements, and potential long-term cost savings. Through continued coordination and technical assessment, the Executive Office will identify opportunities that support operational efficiencies, responsible infrastructure planning, and long-term cost reductions.

5. Consolidation or Modification of Entrances

Based on the review of current entrance activity, security operations, associated costs, and after consultation with LASD, a combination of entrance consolidation, reduced guard staffing, reductions in scheduled overtime hours, and strategic investments in security technology and infrastructure are recommended. Collectively, these measures could reduce ongoing security costs while improving the overall efficiency and effectiveness of security operations at the HOA – as well as ensuring the current level of safety for employees and visitors to the HOA.

The Executive Office recommends closing the Third Floor Temple St. and Fourth Floor entrances to general public ingress and consolidating screening through the Basement, First Floor, and Second Floor entrances. The Third Floor ADA entrance and Board Room entrance would remain open to the public and staffed on Board meeting days. This change would ensure cost savings while minimizing impact and disruption to members of the public. The Third Floor Temple St. and Fourth Floor entrances would remain available for credentialed employee access, security-assisted access as necessary, and unrestricted emergency egress. Security staffing at each entrance would be reduced from two (2) armed guards to one (1) armed guard, consistent with the recommendation of our Sheriff partners to maintain appropriate security coverage while improving operational efficiency. This adjustment would reduce the overall security staffing level from twenty-one (21) guards to nineteen (19) guards. This change would generate an estimated \$558,317 in annual recurring savings.

Installation of controlled-access equipment, at an estimated one-time cost of \$60,000, would support the proposed closure of the Third Floor and Fourth Floor entrances by allowing these locations to remain secure from general public entry while continuing to provide credentialed employee access and maintaining required emergency egress. Based on the entrance-count data collected, the Third Floor and Fourth Floor entrances account for approximately 29.6% of total public building entries. Because the majority of public traffic already enters through other building entrances, the impact associated with redirecting visitors is expected to be manageable. To support the transition, the Executive Office would coordinate clear wayfinding and advance messaging through physical signage, online communications, and other available County communication channels to direct visitors and constituents to the remaining public entrances.

Recognizing that the proposed entrance closures would increase visitor traffic and screening volume at the remaining access points, the Executive Office also recommends purchasing three updated CEIA screening units for deployment at the Basement, First Floor, and Second Floor entrances. The units are estimated at approximately \$25,000 each, with a total estimated investment of \$85,242, including related charging equipment, installation, and optional software licensing. The upgraded equipment would help accommodate increased screening demand while improving overall throughput, efficiency, and reliability at the remaining building entrances.

The introduction of the updated screening technology would also provide an opportunity for the Executive Office, in coordination with LASD, to evaluate the existing screening process and identify potential operational efficiencies. This could include reviewing screening procedures, equipment configuration, and traffic flow to determine whether the newer technology can support a more streamlined and efficient screening process while maintaining appropriate security standards.

Based on the anticipated operation of the new equipment, additional security staffing would not be required to operate the units or manage the anticipated increase in screening volume. Existing security personnel would continue to provide screening and security functions at the respective entrances. Existing magnetometers would also be retained as backup units, providing additional redundancies during equipment maintenance or outages and periods of increased screening demand.

Together, the controlled-access improvements, visitor communications, and upgraded screening equipment would support the proposed entrance consolidation while maintaining public access, improving screening efficiency, and helping the remaining entrances accommodate redirected visitor traffic.

RECOMMENDATIONS

Based on the cost analysis, the Executive Office recommends proceeding with the proposed controlled-access and screening equipment improvements, in conjunction with the corresponding reduction in guard services at the identified HOA entrances. The recommended equipment enhancements represent an estimated one-time investment of \$145,242 and are intended to support entrance consolidation and revised staffing levels while maintaining controlled employee access, required emergency egress, and security screening at the remaining public entrances. When compared to the approximately \$558,317.90 in estimated annual recurring cost savings associated with the proposed reduction in guard services, as well as \$4,711.90 in eliminated annual preventative maintenance for the magnetometers, the initial investment is projected to be fully offset within the first year—resulting in an estimated first-year net savings of approximately \$417,787. Beginning in subsequent fiscal years, the revised staffing model is expected to generate approximately \$563,029 in ongoing annual savings, subject to future contract rates, staffing costs, and operational requirements. Actual

savings may increase or decrease depending on future solicitations for guard services, contract adjustments, or changes in deployment requirements.

The Executive Office further recommends continuing its evaluation of the current HOA security-services contract model, which is presently overseen by LASD. As part of this ongoing review, the Executive Office, in consultation with LASD, will examine whether alternative contract structures or vendors may offer more cost-effective, operationally supportive, and flexible security solutions for the HOA. This assessment includes consideration of transitioning contract oversight from LASD to the Executive Office. If your Board were to so approve, beginning as early as the FY 2027–28 fiscal year, the Executive Office could initiate its own solicitation process and assume full responsibility for contract administration and vendor performance monitoring for any future HOA security-services provider. This approach is intended to ensure a security model that remains responsive to operational needs, adaptable to evolving facility requirements, and fiscally responsible for the County.

In addition to these near-term recommendations, the Executive Office recommends continuing to evaluate opportunities to modernize and consolidate HOA's broader security infrastructure. This includes potential CCTV modernization and consolidation of existing access-control systems into a centralized platform. In coordination with LASD, ISD, and other appropriate County partners, the Executive Office would further assess these opportunities, including potential costs, operational requirements, and implementation options. A more integrated security platform could improve centralized monitoring and management, enhance visibility across the HOA, strengthen analytical capabilities, and support greater long-term operational efficiency and effectiveness.

These longer-term investments may also provide additional cost-saving and cost-avoidance opportunities by reducing reliance on manual processes, improving the ability to identify and respond to security activity, and allowing security resources to be deployed more efficiently based on building activity and identified risks. Net annual savings based on our recommendation can be used for the phased implementation of these systems.

Conclusion

The recommended approach would reduce recurring security expenditures, consolidate public screening, modernize screening and access-control technology, and establish a path toward a more integrated and efficient security model – all while minimizing disruption and impact to the public. The combination of immediate operational savings and phased infrastructure investments would allow the Hall of Administration to improve its security posture while also pursuing long-term operational efficiencies and cost avoidance.

Honorable Board of Supervisors
September 9, 2026
Page 12

Beyond these security-related recommendations, the Executive Office will continue working with LASD, ISD and other County partners to identify additional opportunities to improve operational efficiency and reduce ongoing building costs at the HOA. Potential opportunities will be evaluated and prioritized based on feasibility, operational needs, available resources, and the potential for long-term efficiencies and cost avoidance.

Should you have any questions concerning this matter, please feel free to contact my office at (213) 974-1401.

EY:DL:LL:nl

c: Sheriff
Internal Services Department

Attachment A

Hall of Administration Entrance Count Summary

Attachment - Entrance Activity Review | Reporting period: June 22, 2026 - August 30, 2026

GRAND TOTAL ENTRIES	PUBLIC ENTRIES	EMPLOYEE ENTRIES
165,382	21,003	144,379
100% of recorded activity	12.7% of all entries	87.3% of all entries

Overall Summary

During the reporting period, the Hall of Administration recorded **165,382 total entries and re-entries** across all tracked entrances. Employees accounted for **144,379 entries (87.3%)**, while the public accounted for **21,003 entries (12.7%)**. This equates to approximately **6.9 employee entries for every one public entry**.

Grand Totals by Entrance

Entrance	Public	Employee	Total	% of All Entries
2nd Floor	2,722	41,160	43,882	26.5%
1st Floor	11,012	29,049	40,061	24.2%
Basement	30	37,108	37,138	22.5%
4th Floor	2,270	21,690	23,960	14.5%
3rd Floor	3,948	15,364	19,312	11.7%
Board Room	988	0	988	0.6%
Nate's Lot	14	7	21	0.0%
ADA Entrance	19	1	20	0.0%
GRAND TOTAL	21,003	144,379	165,382	100.0%

Key Observations

- **2nd Floor** had the highest overall activity with 43,882 entries (26.5% of all recorded entries), driven primarily by employee traffic.
- **1st Floor** had the highest public activity with 11,012 public entries, representing 52.4% of all public entries.
- **Basement** recorded 37,138 total entries, almost entirely employee traffic (37,108 employee entries).
- **3rd and 4th Floors** recorded 19,312 and 23,960 total entries, respectively, making them the two lowest-volume primary floor entrances.
- **Board Room, ADA Entrance, and Nate's Lot** are included in the grand totals and collectively accounted for 1,029 entries.

Attachment A

Weekly Entrance Activity

Weekly totals include all tracked entrances and distinguish public and employee activity.

Week	Date Range	Public	Employee	Total
Week 1	06/22 - 06/28	2,380	13,827	16,207
Week 2	06/29 - 07/05	2,131	12,581	14,712
Week 3	07/06 - 07/12	2,158	13,950	16,108
Week 4	07/13 - 07/19	1,852	15,174	17,026
Week 5	07/20 - 07/26	2,876	15,503	18,379
Week 6	07/27 - 08/02	2,152	14,667	16,819
Week 7	08/03 - 08/09	1,859	14,934	16,793
Week 8	08/10 - 08/16	1,987	15,505	17,492
Week 9	08/17 - 08/23	1,902	14,209	16,111
Week 10	08/24 - 08/30	1,706	14,029	15,735
TOTAL	06/22 - 08/30	21,003	144,379	165,382

Methodology / Notes

Counts reflect entries and re-entries recorded at the Basement, 1st Floor, 2nd Floor, 3rd Floor, 4th Floor, ADA Entrance, Board Room, and Nate's Lot for the full ten-week reporting period from June 22 through August 30, 2026.

Attachment B

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
County Services Bureau
PRIVATE CONTRACT GUARD

HALL OF ADMINISTRATION CONTRACT SECURITY ENTRANCES
Board of Supervisors Group I
July 1, 2026 - June 30, 2027

HALL OF ADMINISTRATION								
<u>BASEMENT</u> 2 Armed Guards Monday - Friday 0600 - 1800	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	1,043	\$80.30	\$ 111,663.58	\$ 83,747.69	2	\$ 390,822.53
Total	2,086		1,043		\$ 111,663.58	\$ 83,747.69		\$ 390,822.53
<u>1ST FLOOR ENTRANCE</u> 2 Armed Guards Monday - Friday 0600 - 1800	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	1,043	\$80.30	\$ 111,663.58	\$ 83,747.69	2	\$ 390,822.53
Total	2,086		1,043		\$ 111,663.58	\$ 83,747.69		\$ 390,822.53
<u>3RD FLOOR ENTRANCE</u> 2 Armed Guards Monday - Friday 0600 - 1800	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	1,043	\$80.30	\$ 111,663.58	\$ 83,747.69	2	\$ 390,822.53
Total	2,086		1,043		\$ 111,663.58	\$ 83,747.69		\$ 390,822.53
<u>4TH FLOOR ENTRANCE</u> 2 Armed Guards Monday - Friday 0600 - 1800	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	1,043	\$80.30	\$ 111,663.58	\$ 83,747.69	2	\$ 390,822.53
Total	2,086		1,043		\$ 111,663.58	\$ 83,747.69		\$ 390,822.53
<u>2ND FLOOR ENTRANCE</u> 2 Armed Guards Sunday - Saturday & Holidays 0600 - 1400	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$53.53	0.00	\$80.30	\$ 156,307.60	\$ -	2	\$ 312,615.20
Total	2,920		0.00		\$ 156,307.60	\$ -		\$ 312,615.20
<u>2ND FLOOR ENTRANCE</u> 2 Armed Guards Sunday - Saturday & Holidays 1400 - 2200	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$53.53	0.00	\$80.30	\$ 156,307.60	\$ -	2	\$ 312,615.20
Total	2,920		0.00		\$ 156,307.60	\$ -		\$ 312,615.20
<u>2ND FLOOR ENTRANCE</u> 1 Armed Guard Sunday - Saturday & Holidays 2200 - 0600	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$53.53	0.00	\$80.30	\$ 156,307.60	\$ -	1	\$ 156,307.60
Total	2,920		0.00		\$ 156,307.60	\$ -		\$ 156,307.60
<u>BOARD MEETING</u> 2 Armed Guard Tuesdays 0800 - 1600*	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	417	\$53.53	0.00	\$80.30	\$ 22,322.01	\$ -	2	\$ 44,644.02
Total	417		0.00		\$ 22,322.01	\$ -		\$ 44,644.02

2ND FLOOR CCTV 1 Unarmed Guard Sunday - Saturday & Holidays 0600 - 1400	Regular Hours	Standard Rate	UNARMED Overtime Hours	Overtime Rate	Unarmed Guard Reg	Unarmed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$44.81	0.00	\$67.22	\$ 130,845.20	\$ -	1	\$ 130,845.20
Total	2,920		0.00		\$ 130,845.20	\$ -		\$ 130,845.20

2ND FLOOR CCTV 1 Unarmed Guard Sunday - Saturday & Holidays 1400 - 2200	Regular Hours	Standard Rate	UNARMED Overtime Hours	Overtime Rate	Unarmed Guard Reg	Unarmed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$44.81	0.00	\$67.22	\$ 130,845.20	\$ -	1	\$ 130,845.20
Total	2,920		0.00		\$ 130,845.20	\$ -		\$ 130,845.20

2ND FLOOR CCTV 1 Unarmed Guard Sunday - Saturday & Holidays 2200 - 0600	Regular Hours	Standard Rate	UNARMED Overtime Hours	Overtime Rate	Unarmed Guard Reg	Unarmed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$44.81	0.00	\$67.22	\$ 130,845.20	\$ -	1	\$ 130,845.20
Total	2,920		0.00		\$ 130,845.20	\$ -		\$ 130,845.20

**ONSITE SUPERVISOR 1 Supervisor 24/7 Sunday - Saturday & Holidays 0600 - 1400 1400 - 2200 2200 - 0600	Regular Hours	Standard Rate	Supervisor Overtime Hours	Overtime Rate	Supervisor Reg	Supervisor OT	Number of Supervisors	Total
July 1, 2026 - June 30, 2027	2,920	\$54.24	0.00	\$0.00	\$ 158,380.80		3	\$ 475,142.40
Total	2,920		0.00		\$ 158,380.80			\$ 475,142.40

** Onsite Supervision meets the 10/1 guard to supervisor ratio per the contract.
HOA is staffed with 10+ guards wherein on site supervision is necessary.

*Note: A full 8- hour shift may not be worked on a regular basis due to Board Meetings concluding early.

TOTALS		
GRAND TOTAL PER GUARD	\$	1,665,425.47
GRAND TOTAL ALL GUARDS	\$	2,782,007.74
TOTAL ARMED GUARDS		15
TOTAL UNARMED GUARDS (CCTV)		3
ONSITE SUPERVISOR (3)	\$	475,142.40
FACILITY TOTAL SECURITY COSTS	\$	3,257,150.14

Group I		July 1, 2026 - June 30, 2027
NORTH ZONE		
Rates		
Armed		
Regular		\$53.53
Overtime		\$80.30
Unarmed		
Regular		\$44.81
Overtime		\$67.22
Supervisor		
Regular		\$54.24
Overtime		\$81.36

Attachment B

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
County Services Bureau
PRIVATE CONTRACT GUARD

HALL OF ADMINISTRATION CONTRACT SECURITY ENTRANCES
Board of Supervisors Group I
July 1, 2026 - June 30, 2027

HALL OF ADMINISTRATION								
BASEMENT 2 Armed Guards Monday - Friday 0600 - 1800	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	1,043.00	\$80.30	\$ 111,663.58	\$ 83,747.69	2	\$ 390,822.53
Total	2,086		1,043		\$ 111,663.58	\$ 83,747.69		\$ 390,822.53
1ST FLOOR ENTRANCE 2 Armed Guards Monday - Friday 0600 - 1800	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	1,043.00	\$80.30	\$ 111,663.58	\$ 83,747.69	2	\$ 390,822.53
Total	2,086		1,043		\$ 111,663.58	\$ 83,747.69		\$ 390,822.53
3RD FLOOR ENTRANCE - CLOSED 1 Armed Guard Monday - Friday 0800 - 1600	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	0.00	\$80.30	\$ 111,663.58	\$ -	1	\$ 111,663.58
Total	2,086		0.00		\$ 111,663.58	\$ -		\$ 111,663.58
4TH FLOOR ENTRANCE - CLOSED (1) Armed Guard Monday - Friday 0800-1600	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,086	\$53.53	0.00	\$80.30	\$ 111,663.58	\$ -	1	\$ 111,663.58
Total	2,086		0.00		\$ 111,663.58	\$ -		\$ 111,663.58
2ND FLOOR ENTRANCE 2 Armed Guards Sunday - Saturday & Holidays 0600 - 1400	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$53.53	0.00	\$80.30	\$ 156,307.60	\$ -	2	\$ 312,615.20
Total	2,920		0.00		\$ 156,307.60	\$ -		\$ 312,615.20
2ND FLOOR ENTRANCE 2 Armed Guards Sunday - Saturday & Holidays 1400 - 2200	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$53.53	0.00	\$80.30	\$ 156,307.60	\$ -	2	\$ 312,615.20
Total	2,920		0.00		\$ 156,307.60	\$ -		\$ 312,615.20
2ND FLOOR ENTRANCE 1 Armed Guard Sunday - Saturday & Holidays 2200 - 0600	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$53.53	0.00	\$80.30	\$ 156,307.60	\$ -	1	\$ 156,307.60
Total	2,920		0.00		\$ 156,307.60	\$ -		\$ 156,307.60

<u>BOARD MEETING</u> 2 Armed Guard Tuesdays 0800 - 1600*	Regular Hours	Standard Rate	ARMED Overtime Hours	Overtime Rate	Armed Guard Reg	Armed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	417	\$53.53	0.00	\$80.30	\$ 22,322.01	\$ -	2	\$ 44,644.02
Total	417		0.00		\$ 22,322.01	\$ -		\$ 44,644.02

<u>2ND FLOOR CCTV</u> 1 Unarmed Guard Sunday - Saturday & Holidays 0600 - 1400	Regular Hours	Standard Rate	UNARMED Overtime Hours	Overtime Rate	Unarmed Reg	Unarmed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$44.81	0.00	\$67.22	\$ 130,845.20	\$ -	1	\$ 130,845.20
Total	2,920		0.00		\$ 130,845.20	\$ -		\$ 130,845.20

<u>2ND FLOOR CCTV</u> 1 Unarmed Guard Sunday - Saturday & Holidays 1400 - 2200	Regular Hours	Standard Rate	UNARMED Overtime Hours	Overtime Rate	Unarmed Reg	Unarmed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$44.81	0.00	\$67.22	\$ 130,845.20	\$ -	1	\$ 130,845.20
Total	2,920		0.00		\$ 130,845.20	\$ -		\$ 130,845.20

<u>2ND FLOOR CCTV</u> 1 Unarmed Guard Sunday - Saturday & Holidays 2200 - 0600	Regular Hours	Standard Rate	UNARMED Overtime Hours	Overtime Rate	Unarmed Reg	Unarmed Guard OT	Number of Guards	Total
July 1, 2026 - June 30, 2027	2,920	\$44.81	0.00	\$67.22	\$ 130,845.20	\$ -	1	\$ 130,845.20
Total	2,920		0.00		\$ 130,845.20	\$ -		\$ 130,845.20

<u>**ONSITE SUPERVISOR</u> 1 Supervisor 24/7 Sunday - Saturday & Holidays 0600 - 1400	Regular Hours	Standard Rate	SUPERVISOR Overtime Hours	Overtime Rate	Supervisor Reg	Supervisor OT	Number of Supervisors	Total
July 1, 2026 - June 30, 2027	2,920	\$54.24	0.00	\$0.00	\$ 158,380.80		3	\$ 475,142.40
Total	2,920		0.00		\$ 158,380.80	\$ -		\$ 475,142.40

** Onsite Supervision meets the 10/1 guard to supervisor ratio per the contract.
HOA is staffed with 10+ guards wherein on site supervision is necessary.
*Note: A full 8- hour shift may not be worked on a regular basis due to Board Meetings concluding early.

TOTALS	
GRAND TOTAL PER GUARD	\$ 1,497,930.10
GRAND TOTAL ALL GUARDS	\$ 2,223,689.84
TOTAL ARMED GUARDS	13
TOTAL UNARMED GUARDS (CCTV)	3
ONSITE SUPERVISOR (3)	\$ 475,142.40
FACILITY TOTAL SECURITY COSTS	\$ 2,698,832.24

Group I July 1, 2026 - June 30, 2027	
NORTH ZONE	
	Rates
Armed	
Regular	\$53.53
Overtime	\$80.30
Unarmed	
Regular	\$44.81
Overtime	\$67.22
Supervisor	
Regular	\$54.24
Overtime	\$81.36

Board of Supervisors FY 26-27 (July 1, 2026 - June 30, 2027) Staffing Plan

HALL OF ADMINISTRATION ENTRANCES															
CURRENT DEPLOYMENT															
SERVICE ADDRESS	POSTS		POSITION	SHIFT	DAYS	DAILY			MONTHLY			ANNUAL			
						REG	OT	TOTAL	REG	OT	TOTAL	REG	OT	TOTAL HRS	
HALL OF ADMINISTRATION 500 WEST TEMPLE STREET LOS ANGELES, CALIFORNIA 90012	2	Basement W.S.	Armed	0600 - 1800	Mon - Fri	16	8	24	348	174	521	4,171	2,086	6,257	
	2	1st. Fl. W.S.	Armed	0600 - 1800	Mon - Fri	16	8	24	348	174	521	4,171	2,086	6,257	
	2	3rd Fl. W.S.	Armed	0600 - 1800	Mon - Fri	16	8	24	348	174	521	4,171	2,086	6,257	
	2	4th Fl. W.S.	Armed	0600 - 1800	Mon - Fri	16	8	24	348	174	521	4,171	2,086	6,257	
	2	2nd fl. Entrance/W.S.	Armed	0600 - 1400	Sun - Sat, Hol	16	0	16	487	0	487	5,840	0	5,840	
	2	2nd fl. Entrance/W.S.	Armed	1400 - 2200	Sun - Sat, Hol	16	0	16	487	0	487	5,840	0	5,840	
	1	2nd fl. Entrance/W.S.	Armed	2200 - 0600	Sun - Sat, Hol	8	0	8	243	0	243	2,920	0	2,920	
	2	Board Meeting	Armed	0800 - 1600	Tues	16	0	16	70	0	70	834	0	834	
	15		Total Armed			120	32	152	2,677	695	3,372	32,118	8,344	40,462	
	1	2nd fl. Security Desk CCTV	Unarmed	0600 - 1400	Sun - Sat, Hol	8	0	8	243	0	243	2,920	0	2,920	
	1	2nd fl. Security Desk CCTV	Unarmed	1400 - 2200	Sun - Sat, Hol	8	0	8	243	0	243	2,920	0	2,920	
	1	2nd fl. Security Desk CCTV	Unarmed	2200 - 0600	Sun - Sat, Hol	8	0	8	243	0	243	2,920	0	2,920	
	3		Total Unarmed			24	0.00	24	730	0	730	8,760	0.00	8,760	
	1	**	Onsite Supervisor	0600 - 1400	Sun - Sat, Hol	8	0	8	243	0	243.33	2,920	0	2,920	
	1	**	Onsite Supervisor	1400 - 2200	Sun - Sat, Hol	8	0	8	243	0	243.33	2,920	0	2,920	
	1	**	Onsite Supervisor	2200 - 0600	Sun - Sat, Hol	8	0	8	243	0	243.33	2,920	0	2,920	
	3		Total Onsite Supervisor			24	0	24	730	0	730	8,760	0	8,760	
		21		Facility Total			168	32	200	4,137	695	4,832	49,638	8,344	57,982

** Onsite Supervision meets the 10/1 guard to supervisor ratio per the contract.
HOA is staffed with 10+ guards wherein on site supervision is necessary.

	REG	OT	TOTAL HRS
Guard Hrs	40,878	8,344	49,222
Supervisor Hrs			8,760
Total Hours			57,982

PROPOSED COST SAVINGS DEPLOYMENT														
SERVICE ADDRESS	POSTS		POSITION	SHIFT	DAYS	DAILY			MONTHLY			ANNUAL		
						REG	OT	TOTAL	REG	OT	TOTAL	REG	OT	TOTAL HRS
HALL OF ADMINISTRATION 500 WEST TEMPLE STREET LOS ANGELES, CALIFORNIA 90012	2	Basement W.S.	Armed	0600 - 1800	Mon - Fri	16	8	24	348	174	521	4,171	2,086	6,257
	2	1st. Fl. W.S.	Armed	0600 - 1700	Mon - Fri	16	6	22	348	130	478	4,171	1,564	5,735
	1	3rd Fl. Closure	Armed	0800 - 1600	Mon - Fri	8	0	8	174	0	174	2,086	0	2,086
	1	4th Fl. Closure	Armed	0800 - 1600	Mon - Fri	8	0	8	174	0	174	2,086	0	2,086
	2	2nd fl. Entrance/W.S.	Armed	0600 - 1400	Sun - Sat, Hol	16	0	16	487	0	487	5,840	0	5,840
	2	2nd fl. Entrance/W.S.	Armed	1400 - 2200	Sun - Sat, Hol	16	0	16	487	0	487	5,840	0	5,840
	1	2nd fl. Entrance/W.S.	Armed	2200 - 0600	Sun - Sat, Hol	8	0	8	243	0	243	2,920	0	2,920
	2	Board Meeting	Armed	0800 - 1600	Tues	16	0	16	70	0	70	834	0	834
	13		Total Armed			104	14	118	2,329	304	2,633	27,948	3,650	31,598
	1	2nd fl. Security Desk CCTV	Unarmed	0600 - 1400	Sun - Sat, Hol	8.00	0.00	8.00	243	0.00	243	2,920	0	2,920
	1	2nd fl. Security Desk CCTV	Unarmed	1400 - 2200	Sun - Sat, Hol	8.00	0.00	8.00	243	0.00	243	2,920	0	2,920
	1	2nd fl. Security Desk CCTV	Unarmed	2200 - 0600	Sun - Sat, Hol	8.00	0.00	8.00	243	0.00	243	2,920	0	2,920
	3		Total Unarmed			24	0	24	730	0	730	8,760	0	8,760
	1	**	Onsite Supervisor	0600 - 1400	Sun - Sat, Hol	8	0	8	243	0	243.33	2,920	0	2,920
	1	**	Onsite Supervisor	1400 - 2200	Sun - Sat, Hol	8	0	8	243	0	243.33	2,920	0	2,920
	1	**	Onsite Supervisor	2200 - 0600	Sun - Sat, Hol	8	0	8	243	0	243.33	2,920	0	2,920
	3		Total Onsite Supervisor			24	0	24	730	0	730	8,760	0	8,760
	19		Facility Total			152.00	14.00	166.00	3,789.05	304.17	4,093.21	45,468.00	3,650.00	49,118.00

** Onsite Supervision meets the 10/1 guard to supervisor ratio per the contract.
HOA is staffed with 10+ guards wherein on site supervision is necessary.

	REG	OT	TOTAL HRS
Guard Hrs	36,708	3,650	40,358
Supervisor Hrs			8,760
Total Hours			49,118