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County of Los Angeles
INTERNAL SERVICES DEPARTMENT

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Speed. Reliability. Value.

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September 01, 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:

LOS ANGELES COUNTY LIBRARY
DR. MARTIN LUTHER KING, JR. LIBRARY REFURBISHMENT PROJECT
CATEGORICAL EXEMPTION
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 88980
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACT
(FY 2026-27)
(SUPERVISORIAL DISTRICT 2) - (4-VOTES)

SUBJECT

Approval of the recommendations will find the Dr. Martin Luther King, Jr. Library Refurbishment Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 88980, 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 Dr. Martin Luther King, Jr. Library 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 Dr. Martin Luther King, Jr. Library Refurbishment Project, Capital Project No. 88980 with a total budget of \$712,000.

3. Approve an appropriation adjustment to transfer \$625,000 from the Los Angeles County Library's Fiscal Year 2026-27 operating budget to the proposed Dr. Martin Luther King, Jr. Library Refurbishment Project, Capital Project No. 88980.

4. Authorize the Director of Internal Services Department, or their designee, to deliver the proposed Dr. Martin Luther King, Jr. Library Refurbishment Project using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommendations will find the proposed Dr. Martin Luther King, Jr. Library Refurbishment Project (Project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 88980, approve the project budget and 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 would refurbish and remodel the existing interior features at the Dr. Martin Luther King, Jr. (MLK) Library located at 17906 South Avalon Blvd, Carson, CA 90746. The refurbishing and remodeling of the library would provide needed interior renovations to improve visitor experience.

The proposed interior refurbishment work would include installation of light fixtures and controls; replacement of flooring and carpeting; installation of ceramic wall tile and stud wall; painting of walls and soffits; limited ceiling replacement; and floor modifications and reconfiguration of electrical and data outlets.

The estimated project duration is approximately eight (8) 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.

Green Building/Sustainable Design Program:

The proposed Project would support the Board of Supervisors' (Board) Green Building/Sustainable Design Program by incorporating design features that will optimize energy efficiency.

The proposed Project is designed in accordance with and will be constructed to comply with Title 24 of the California Code of Regulations. Title 24 contains building standards to conserve electricity and natural gas in new and existing buildings within the State.

FISCAL IMPACT/FINANCING

The total cost for the proposed Project is currently estimated at \$712,000, which includes design, construction, change order allowance, inspection/testing, and ISD County services (Enclosure A). Pre-construction costs of approximately \$87,000 were previously paid in FY 2023-24, FY 2024-25, and FY 2025-26.

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer \$625,000 from the Los Angeles County Library's Fiscal Year 2026-27 operating budget to the proposed Project, Capital Project No. 88980.

Operating Budget Impact:

The scope of work consists of repairs and remodeling made to an existing interior space. Therefore, following the completion of the proposed Project, Public Library 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's Local and Targeted Worker Hire Policy, updated on May 17, 2023, the proposed Project would 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 proposed 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 CEQA. The scope of work consists of interior refurbishment work on existing features. 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(a) and (d) and 2 of the State CEQA Guidelines, and Classes 1(c) and (d) and 2 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because the work consists of interior alterations at existing facilities with no expansion of use and replacement of features with the same purpose and capacity.

In addition, based on the records of the proposed Project, it 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 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 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 Notice to its website in accordance with Section 21092.2.

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 Project entails repair, remodeling, refurbishment or alteration, and the cost of such project exceeds \$125,000, 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.

ISD will provide strict commissioning guidelines that are to be completed by the installed contractor and signed off by the Maintenance and Operations Division to ensure equipment is in optimal operating condition at the time of project turnover.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendations will have minimal impact on current County services. The MLK Library is currently closed to the public due to ongoing construction work at the facility, and will remain closed for the duration of the project, ensuring no disruption to MLK Library operations.

CONCLUSION

Please return one adopted copy of the board letter to the following: ISD – Capital Projects Division, the Chief Executive Office – Capital Programs Division, and the Los Angeles County Library.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael OWH", followed by a circular stamp or mark.

MICHAEL OWH
Director

MO:QH:DD:KC:tc

Enclosures

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel
Los Angeles County Library

**PROJECT INFORMATION SHEET
SCHEDULE AND BUDGET SUMMARY**

PROJECT :	MLK Library Refurbishment
CAPITAL PROJECT NO. :	88980

I. PROJECT SCHEDULE		
Project Activity	Duration	Scheduled Completion Date
Complete Construction Documents	Complete	March 2026
Jurisdictional Approval	In Progress	July 2026
Award Construction Contract	1 month following Board approval	October 2026
Substantial Completion	7 months following Board approval	April 2027
Project Acceptance	9 months following Board approval	June 2027

II. BUDGET SUMMARY	
Budget Category	Proposed Budget
Construction	
Construction	\$ 311,000.00
Change Orders (Contingency)	\$ 76,000.00
Subtotal	\$ 387,000.00
Civic Art (if not exempt)	\$ -
Plans and Specifications	\$ 108,000.00
Jurisdictional Review/Plan Check/Permits	\$ 28,000.00
Project Management	\$ 59,000.00
Overhead	\$ 130,000.00
Total Project Budget	\$ 712,000.00

September 01, 2026

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF LA COUNTY LIBRARY

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 2026-27

4 - VOTES

SOURCES		USES	
LA COUNTY LIBRARY B06-PL-2000-41200 SERVICES & SUPPLIES DECREASE APPROPRIATION	625,000	LA COUNTY LIBRARY B06-PL-6100-41200 OTHER FINANCING USES INCREASE APPROPRIATION	625,000
LA COUNTY LIBRARY ACO DR. MARTIN LUTHER KING, JR. LIBRARY REFURBISHMENT PROJECT J12-CP-96-9919-65052-88980 OPERATING TRANSFERS IN - CAPITAL PROJECTS INCREASE REVENUE	625,000	LA COUNTY LIBRARY ACO DR. MARTIN LUTHER KING, JR. LIBRARY REFURBISHMENT PROJECT J12-CP-6014-65052-88980 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	625,000
SOURCES TOTAL	\$ 1,250,000	USES TOTAL	\$ 1,250,000

JUSTIFICATION

Reflects the transfer of \$625,000 from the LA County Library operating budget to the Dr. Martin Luther King, Jr. Library Refurbishment Project, Capital Project No. 88980, to fully fund the proposed project.

Ting Fanti
Digitally signed by Ting Fanti
Date: 2026.07.30 08:00:54 -07'00'

AUTHORIZED SIGNATURE Ting Fanti, Finance Manager

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

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---

☐ ACTION
☒ RECOMMENDATION

AUDITOR-CONTROLLER

B.A. NO. 013

BY Andrea Turner
DATE 7/30/26

☒ APPROVED AS REQUESTED
☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

DATE 7/30/26

Matthew J. Diaz
Digitally signed by Matthew J. Diaz
Date: 2026.07.30 15:00:11 -07'00'