



FESIA A. DAVENPORT
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE OPERATIONS CLUSTER

DATE: December 14, 2022
TIME: 2:00 P.M. – 4:00 P.M.
LOCATION: **TELECONFERENCE CALL-IN NUMBER: 1(323)776-6996**
TELECONFERENCE ID: 439827168#

To Join Via Phone, Dial 1(323)776-6996, Then Press 439827168#.

YOU CAN ALSO JOIN THIS MEETING BY CLICKING ON THE FOLLOWING LINK:

[Click here to join the meeting](#)

THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY TO ENSURE THE SAFETY OF MEMBERS OF THE PUBLIC AND EMPLOYEES AS PERMITTED UNDER STATE LAW

AGENDA

Members Of The Public May Address The Operations Cluster On Any Agenda Item After All Informational Items Are Presented.
Two (2) Minutes Are Allowed For Each Item.

1. **Call To Order – Carlos Arreola/Anthony Baker**
2. **INFORMATIONAL ITEM(S):**
 - A) Board Letter:
COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS TO IMPLEMENT THE FISCAL YEAR 2022-2023 SUPPLEMENTAL BUDGET AND OTHER CLASSIFICATION/COMPENSATION ACTIONS
CEO/CLASSIFICATION – Jennifer Revuelta, Principal Analyst
 - B) Board Letter:
ADOPT, ADVERTISE, AND AWARD NINE BEST VALUE JOB ORDER CONTRACTS FOR REPAIR, REMODELING, OR OTHER REPETITIVE WORK OF VARIOUS COUNTY FACILITIES
ISD – Thomas DeSantis, P&PM Division Manager

CONTINUED ON PAGE 2

3. **PRESENTATION/DISCUSSION ITEMS:**

None available.

4. **Public Comment**
(2 Minutes Each Speaker)

5. **Adjournment**

FUTURE AGENDA TOPICS

CALENDAR LOOKAHEAD:

None available.

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/14/2022	
BOARD MEETING DATE	1/24/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	CHIEF EXECUTIVE OFFICE	
SUBJECT	COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS TO IMPLEMENT THE FISCAL YEAR 2022-2023 SUPPLEMENTAL BUDGET AND OTHER CLASSIFICATION/COMPENSATION ACTIONS	
PROGRAM		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: Included in the FY 2022-23 Supplemental Budget	
	Funding source:	
	TERMS (if applicable):	
	Explanation:	
PURPOSE OF REQUEST	TO IMPLEMENT THE FISCAL YEAR 2022-2023 SUPPLEMENTAL BUDGET AND OTHER CLASSIFICATION/COMPENSATION ACTIONS	
BACKGROUND (include internal/external issues that may exist including any related motions)	1. Implementation of Supplemental Budget allocations which were approved in-concept by the Board on October 4, 2022. 2. Addition of one (1) unclassified classification and one (1) new employee classification: <ul style="list-style-type: none"> Climate Resilience Officer (UC) (1051) Pathologists' Assistant (5036) 3. Deletion of two (2) non-represented classification: <ul style="list-style-type: none"> Administrative Deputy, Public Defender (1011) Marketing Specialist, Beaches and Harbors (1776) 4. Change the Title of one (1) represented classification: <ul style="list-style-type: none"> Head Sewing Worker to Sewing Worker Supervisor 	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Jennifer Revuelta, Principal Analyst, (213) 974-1783, jrevuelta@ceo.lacounty.gov	



**CEO January 24, 2023
Fiscal Year 2022-23
Supplemental Budget
Board Letter Summary**

CEO Classification/Compensation Contact Information:

Jennifer Revuelta, Principal Analyst, (213) 974-1783, jrevuelta@ceo.lacounty.gov

This Board Letter includes:

1. Implementation of Supplemental Budget allocations which were approved in-concept by the Board on October 4, 2022.
2. Addition of one (1) unclassified classification and one (1) new employee classification:
 - Climate Resilience Officer (UC) (1051)
 - Pathologists' Assistant (5036)
3. Deletion of two (2) non-represented classification:
 - Administrative Deputy, Public Defender (1011)
 - Marketing Specialist, Beaches and Harbors (1776)
4. Change the Title of one (1) represented classification:
 - Head Sewing Worker to Sewing Worker Supervisor



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

FESIA A. DAVENPORT
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

HOLLY J. MITCHELL
Second District

SHEILA KUEHL
Third District

JANICE HAHN
Fourth District

KATHRYN BARGER
Fifth District

January 24, 2023

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:

COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS TO IMPLEMENT THE FISCAL YEAR 2022-2023 SUPPLEMENTAL BUDGET AND OTHER CLASSIFICATION/COMPENSATION ACTIONS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the departmental staffing provisions related to the approval of the Fiscal Year (FY) 2022-2023 Supplemental Budget, as well as provide technical adjustments and corrections to reflect earlier Board-approved budget and classification actions. In addition, this letter and accompanying ordinance will update the departmental staffing provisions by adding one (1) unclassified classification and one (1) new employee classification; deleting two (2) non-represented classifications; and changing the title of one (1) represented classification.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to update the departmental staffing provisions to reflect positions allocated, deleted, and transferred in the FY 2022-2023 Supplemental Budget and to implement routine technical adjustments and corrections to reflect earlier Board-approved budget and classification actions.
2. Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add one (1) unclassified classification and one (1) new employee classification.

3. Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to delete two (2) vacant non-represented classifications.
4. Approve in the Classification Plan the title change of one (1) vacant represented classification.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The following summarizes the purpose/justification of the recommended actions:

FY 2022-2023 Supplemental Budget

The subject budget phase was approved, in concept, by the Board of Supervisors (Board) on October 4, 2022. Since that time, we have been working to gather and analyze the required information to determine and allocate the appropriate classification and level of new positions. This letter implements these specific changes to the departmental staffing provisions.

The Board's approval of the attached ordinance will fulfill the Charter requirement to provide for the number of County employees. It will also provide the authority for County departments to fill new positions allocated in the FY 2022-2023 Supplemental Budget, delete positions which are obsolete, and make other adjustments as necessary. These recommendations are a routine part of the annual budget process.

Routine Adjustments and Corrections

Routine adjustments and corrections are being made to the ordinance to provide for staffing provisions for various County departments. These adjustments include position deletions and adjusting entries from previous classification actions such as reorganizations and mid-year allocations.

New Unclassified Classification

On March 1, 2022, the Board adopted a motion directing the Chief Executive Officer (CEO), in consultation with the Chief Sustainability Office (CSO) and other key departments, to report back to the Board on the steps necessary to develop a Climate Resilience Initiative within the CEO to implement a whole-of-government approach to addressing climate resilience, including hiring a consultant with expertise in this arena. In a July 22, 2022 CEO report back to the Board, it was recommended that funding that would have been used for a consultant be allocated to the CSO for the purpose of hiring permanent staff to implement the climate resilience initiative. In order to support this

directive, we are recommending the establishment of the Climate Resilience Officer (UC) (Item No. 1051) (Attachment). The proposed Climate Resilience Officer (UC) position will be tasked with leading this initiative.

The Climate Resilience Officer (UC) will be responsible for developing, implementing, managing, and maintaining the strategic planning necessary to guide and coordinate a Countywide approach to climate resilience, and will address the adverse impacts of climate vulnerability throughout the County.

New Employee Classification

We are recommending the establishment of a Pathologists' Assistant (Item No. 5036) classification to support the Department of Health Services' laboratory operations (Attachment). Positions assigned to the new Pathologists' Assistant classification will work under the direction of a licensed pathologist and will prepare and perform gross examination and dissection of anatomic pathology specimens, as well as perform human postmortem examinations. This new class will require certification as a Pathologists' Assistant by the American Association of Pathologists' Assistants, as required by the State of California regulations and to perform essential functions in laboratory operations. The creation of this new class will aid in the streamlining of laboratory services across the department.

Deleted Classifications

In conjunction with our continuing goal of reducing classifications, we are recommending the deletion of two (2) vacant non-represented classifications from the Classification Plan (Attachment). The affected departments have been informed and concur with this action. This recommendation is consistent with the County's strategy to reduce the number of obsolete classifications.

Title Change

We are recommending a title change for the Head Sewing Worker (Item No. 7617) to Sewing Worker Supervisor to better reflect how the classification is being utilized based on a review of the class specification and the organizational structure in the County (Attachment). The title change has been approved by the Employee Relations Commission.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan Goal III – Realize Tomorrow’s Government Today. Specifically, it will address Strategy III.3 to Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability.

FISCAL IMPACT/FINANCING

The cost of and financing for the new position recommendations have been included in the FY 2022-2023 Supplemental Budget. There is no cost associated with any other actions in this ordinance.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Article III, Section 11(3) of the Charter of the County of Los Angeles, the Board of Supervisors is “to provide, by ordinance, for the number of assistants, deputies, clerks, attaches, and other persons employed in the service of the County.” The County Charter also authorizes the establishment and maintenance of “a classification plan and the classification of all positions.” This responsibility is further delineated in Civil Service Rule 5.

The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these recommendations will enable departments to effect personnel actions associated with the FY 2022-2023 Supplemental Budget and other classification actions.

Respectfully submitted,

FESIA A. DAVENPORT
Chief Executive Officer

FAD:JMN:AC:AYH
JR:AS:mmg

Enclosures

The Honorable Board of Supervisors
1/24/2023
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c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Human Resources
Affected Departments

DRAFT

CLASSIFICATION PLAN CHANGES

ATTACHMENT

UNCLASSIFIED CLASSIFICATION RECOMMENDED FOR ADDITION TO THE CLASSIFICATION PLAN

Proposed Savings/ Cafeteria Benefit Plan	Item No.	Title	Recommended Salary Schedule and Level	
Savings/ Megaflex	1051	Climate Resilience Officer (UC)	R13	N23

CLASSIFICATION RECOMMENDED FOR ADDITION TO THE CLASSIFICATION PLAN

Proposed Savings/ Cafeteria Benefit Plan	Item No.	Title	Recommended Salary Schedule and Level	
Horizons/ Options	5036	Pathologists' Assistant	109F	NMO

NON-REPRESENTED CLASSIFICATIONS RECOMMENDED FOR DELETION FROM THE CLASSIFICATION PLAN

Item No.	Title
1011	Administrative Deputy, Public Defender
1776	Marketing Specialist, Beaches and Harbors

REPRESENTED CLASSIFICATION RECOMMENDED FOR TITLE CHANGE IN THE CLASSIFICATION PLAN

Item No.	Current Title	Recommended New Title
7617	Head Sewing Worker	Sewing Worker Supervisor

ANALYSIS

This ordinance amends Title 6 – Salaries of the Los Angeles County Code by:

- Adding and establishing the salaries for one unclassified classification and one employee classification;
- Deleting two employee classifications; and
- Adding, deleting, and/or changing certain employee classifications and number of ordinance positions in the departments of Aging and Disabilities, Alternate Public Defender, Animal Care and Control, Arts and Culture, Assessor, Auditor-Controller, Beaches and Harbors, Board of Supervisors, Chief Executive Officer, Child Support Services, Children and Family Services, Consumer and Business Affairs, District Attorney, Economic Opportunity, Fire, Health Services, Human Resources, Internal Services, LA County Library, Los Angeles County Employees Retirement Association, Medical Examiner-Coroner, Mental Health, Parks and Recreation, Probation, Public Defender, Public Health, Public Social Services, Public Works, Regional Planning, Registrar-Recorder/County Clerk, Sheriff, and Youth Development.

DAWYN R. HARRISON
Acting County Counsel

By:
RICHARD D. BLOOM
Principal Deputy County Counsel
Labor & Employment Division

RDB:

ORDINANCE NO. _____

An ordinance amending Title 6 – Salaries of the Los Angeles County Code to add and establish the salaries for one unclassified classification and one employee classification; delete two employee classifications; and add, delete, and/or change certain employee classifications and number of ordinance positions in various departments as a result of the budget process for FY 2022-2023.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Section 6.28.050 (Tables of Classes of Positions with Salary Schedule and Level) is hereby amended to add the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
<u>1051</u>	<u>CLIMATE RESILIENCE OFFICER(UC)</u>	<u> </u> *	<u>N23</u>	<u>R13</u>
		<u>10/01/2023</u>	<u>N23</u>	<u>R13</u>
		<u>10/01/2024</u>	<u>N23</u>	<u>R13</u>
<u>5036</u>	<u>PATHOLOGISTS' ASSISTANT</u>	<u> </u> *	<u>NMO</u>	<u>109F</u>
		<u>10/01/2023</u>	<u>NMO</u>	<u>110H</u>
		<u>10/01/2024</u>	<u>NMO</u>	<u>112G</u>

*The Executive Office/Clerk of the Board of Supervisors shall insert the effective date for the salary or salary schedule and level in the space provided for the classifications added to Section 6.28.050 of the County Code.

SECTION 2. Section 6.28.050 (Tables of Classes of Positions with Salary

Schedule and Level) is hereby amended to delete the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
1011	ADMINISTRATIVE DEPUTY, PUB DEFENDER	04/01/2018	N23	S13
		10/01/2018	N23	S13
		10/01/2019	N23	S13
		01/01/2020	N23	S13
		10/01/2020	N23	S13
		01/01/2021	N23	S13
1776	MARKETING SPECIALIST, BEACHES & HARB	04/01/2018	NM	109C
		10/01/2018	NM	109L
		10/01/2019	NM	110K
		01/01/2020	NM	111C
		10/01/2020	NM	112B
		01/01/2021	NMO	112B

SECTION 3. Section 6.33.010 (Alternate Public Defender) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>0995A</u>	<u>1</u>	<u>ADMINISTRATIVE DEPUTY, APD</u>
<u>1052A</u>	<u>1</u>	<u>DEPARTMENTAL FINANCE MANAGER I</u>
<u>9038N</u>	<u>1</u>	<u>MENTAL HEALTH CLINICAL SUPERVISOR</u>
<u>9243F</u>	<u>2</u>	<u>SENIOR LAW CLERK</u>

SECTION 4. Section 6.33.010 (Alternate Public Defender) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
9256A	64	<u>63</u>	DEPUTY ALTERNATE PUBLIC DEFENDER III
9256N	44	<u>18</u>	DEPUTY ALTERNATE PUBLIC DEFENDER III
2901N	5	<u>4</u>	INVESTIGATOR II,PD
2161A	47	<u>16</u>	LEGAL OFFICE SUPPORT ASSISTANT II
9232A	9	<u>10</u>	PARALEGAL
9232N	2	<u>5</u>	PARALEGAL
9035A	5	<u>9</u>	PSYCHIATRIC SOCIAL WORKER II
9035N	4	<u>7</u>	PSYCHIATRIC SOCIAL WORKER II

SECTION 5. Section 6.34.010 (Department of Animal Care and Control) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
<u>2546A</u>	<u>1</u>		<u>IT TECHNICAL SUPPORT ANALYST II</u>

SECTION 6. Section 6.34.010 (Department of Animal Care and Control) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
2986A	28	<u>30</u>	REGISTERED VETERINARY TECHNICIAN
2593A	4	<u>2</u>	SENIOR INFORMATION SYSTEMS ANALYST

SECTION 7. Section 6.36.010 (Department of Arts and Culture) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
<u>8235A</u>	<u>1</u>		<u>EXEC DIR,NATIVE AMERICAN INDIAN COMM(UC)</u>
<u>9423</u>	<u>15</u>		<u>MEMBER,NATIVE AMERICAN INDIAN COMM</u>
<u>1608A</u>	<u>1</u>		<u>PUBLIC INFORMATION SPECIALIST</u>

SECTION 8. Section 6.36.010 (Department of Arts and Culture) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1002A	4	<u>2</u>	ADMINISTRATIVE SERVICES MANAGER I
8811A	5	<u>7</u>	MANAGER,ARTS AND CULTURE

SECTION 9. Section 6.38.010 (Assessor) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1762A</u>	<u>1</u>	<u>PREDICTIVE DATA ANALYST</u>

SECTION 10. Section 6.38.010 (Assessor) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1968A	87 <u>89</u>	SUPERVISING APPRAISER

SECTION 11. Section 6.40.010 (Auditor-Controller) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0646A	4 3 <u>3</u>	ACCOUNTANT I
0643A	29 <u>27</u>	ACCOUNTING TECHNICIAN II
0712A	24 25 <u>25</u>	PROGRAM SPECIALIST I,AUDITOR-CONT
0713A	32 33 <u>33</u>	PROGRAM SPECIALIST II,AUDITOR-CONT

SECTION 12. Section 6.42.010 (Department of Beaches and Harbors) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
4107A	4 <u>5</u>	PLANNER,BEACHES & HARBORS

SECTION 13. Section 6.44.010 (Department of the Board of Supervisors) is hereby amended to delete the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9201A	4	CONSTITUTIONAL POLICING ADVR,SH(UC)
8235A	4	EXECUTIVE DIRECTOR,NAIC(UC)
8122A	4	HUMAN RELATIONS CONSULTANT
9423	15	MEMBER,NATIVE AMERICAN INDIAN COMM

SECTION 14. Section 6.44.010 (Department of the Board of Supervisors) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1607A</u>	<u>1</u>	<u>PUBLIC INFORMATION ASSOCIATE</u>
<u>1599A</u>	<u>1</u>	<u>SENIOR PUBLIC INFORMATION ASSISTANT</u>

SECTION 15. Section 6.44.010 (Department of the Board of Supervisors) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
1003A	3	<u>4</u>	ADMINISTRATIVE SERVICES MANAGER II
1117A	3	<u>5</u>	DEP EXEC OFFR,BD OPER,BD OF SUP(UC)
8021A	4	<u>5</u>	HUMAN SERVICES ADMINISTRATOR I
2569A	4	<u>5</u>	INFORMATION TECHNOLOGY SPECIALIST I
1848A	5	<u>7</u>	MANAGEMENT ANALYST
1100A	42	<u>43</u>	SENIOR BOARD SPECIALIST
8123A	9	<u>10</u>	SENIOR HUMAN RELATIONS CONSULTANT
2547A	4	<u>5</u>	SENIOR IT TECHNICAL SUPPORT ANALYST
0960A	7	<u>8</u>	SR STAFF ANALYST,COMMISSION SERVS

SECTION 16. Section 6.50.010 (Department of the Chief Executive Officer) is hereby amended to delete the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9387J	12	ALT MBR.,CARE FIRST COMMUNITY INVESTMENT ADVY COMMITTEE
0849A	4	EXECUTIVE DIRECTOR,ALTERNATIVES TO INCARCERATION(UC)
9395J	12	MBR.,CARE FIRST COMMUNITY INVESTMENT ADVY COMMITTEE

SECTION 17. Section 6.50.010 (Department of the Chief Executive Officer) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0827A	23 <u>20</u>	ANALYST,CEO
0861A	7 <u>6</u>	ASST CHIEF EXECUTIVE OFFICER(UC)
0845A	35 <u>33</u>	MANAGER,CEO
0830A	113 <u>109</u>	PRINCIPAL ANALYST,CEO
0818A	34 <u>33</u>	PROGRAM SPECIALIST IV,CEO
0829A	76 <u>71</u>	SENIOR ANALYST,CEO
0847A	6 <u>5</u>	SENIOR MANAGER,CEO(UC)
2102A	14 <u>12</u>	SENIOR SECRETARY III
0850A	9 <u>7</u>	SPECIAL SERVICES ASSISTANT I

SECTION 18. Section 6.52.010 (Department of Medical Examiner-Coroner) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2594A</u>	<u>1</u>	<u>PRINCIPAL INFO SYSTEMS ANALYST</u>

SECTION 19. Section 6.52.010 (Department of Medical Examiner-Coroner) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
5411M	4	<u>2</u>	PHYSICIAN,POST GRADUATE(7TH YEAR)

SECTION 20. Section 6.53.010 (Department of Children and Family Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
8993A	77	<u>81</u>	ADOPTIONS ASSISTANT
9085A	122	<u>123</u>	ASST REGIONAL ADMINISTRATOR,CFS
9086A	355	<u>361</u>	CHILDREN SERVICES ADMINISTRATOR I
9073A	4460	<u>4496</u>	CHILDREN'S SOCIAL WORKER III
8994A	14	<u>24</u>	DEPENDENCY INVESTIGATION ASSISTANT
2221A	52	<u>54</u>	INTERMEDIATE SUPVG TYPIST-CLERK
2214A	944	<u>958</u>	INTERMEDIATE TYPIST-CLERK
1848A	14	<u>15</u>	MANAGEMENT ANALYST
9074A	870	<u>878</u>	SUPVG CHILDREN'S SOCIAL WORKER

SECTION 21. Section 6.55.010 (Child Support Services Department) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1765A</u>	<u>1</u>	<u>DATA SCIENTIST SUPERVISOR</u>

SECTION 22. Section 6.55.010 (Child Support Services Department) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2521A	2 <u>3</u>	APPLICATION DEVELOPER II
9285A	48 <u>4</u>	ATTORNEY II,CHILD SUPPORT SERVS
9286A	47 <u>61</u>	ATTORNEY III,CHILD SUPPORT SERVS
1614A	726 <u>723</u>	CHILD SUPPORT SPECIALIST II
2214A	498 <u>196</u>	INTERMEDIATE TYPIST-CLERK
0907A	2 <u>3</u>	STAFF ASSISTANT I

SECTION 23. Section 6.58.010 (Aging and Disabilities Department) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2116A	4	SENIOR MANAGEMENT SECRETARY III

SECTION 24. Section 6.58.010 (Aging and Disabilities Department) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0647A	3	<u>5</u>	ACCOUNTANT II
0648A	4	<u>6</u>	ACCOUNTANT III
0642A	4	<u>2</u>	ACCOUNTING TECHNICIAN I
1002A	47	<u>19</u>	ADMINISTRATIVE SERVICES MANAGER I
8230A	3	<u>2</u>	ASST DIR,COMMUNITY & SR SERVS(UC)
8021A	4	<u>7</u>	HUMAN SERVICES ADMINISTRATOR I
8021N	12	<u>20</u>	HUMAN SERVICES ADMINISTRATOR I
1848A	4	<u>5</u>	MANAGEMENT ANALYST
9058N	26	<u>27</u>	SOCIAL SERVICES SUPERVISOR
9051N	124	<u>159</u>	SOCIAL WORKER

SECTION 25. Section 6.59.010 (Department of Economic Opportunity) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
<u>8233A</u>	<u>1</u>		<u>CHIEF DEP,DEPT OF ECON OPPORT(UC)</u>
<u>4413A</u>	<u>1</u>		<u>GEOGRAPHIC INFO SYSTEMS ANALYST</u>
<u>2101A</u>	<u>1</u>		<u>SENIOR SECRETARY II</u>

SECTION 26. Section 6.59.010 (Department of Economic Opportunity) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0642A	4	<u>2</u>	ACCOUNTING TECHNICIAN I
1002A	8	<u>9</u>	ADMINISTRATIVE SERVICES MANAGER I
1003A	9	<u>11</u>	ADMINISTRATIVE SERVICES MANAGER II
8230A	4	<u>2</u>	ASST DIR,COMMUNITY & SR SERVS(UC)
0752A	4	<u>2</u>	FISCAL OFFICER I
8021A	40	<u>11</u>	HUMAN SERVICES ADMINISTRATOR I
8022A	3	<u>4</u>	HUMAN SERVICES ADMINISTRATOR II
8023N	3	<u>2</u>	HUMAN SERVICES ADMINISTRATOR III
8194A	5	<u>7</u>	PROGRAM MANAGER,WDACS

SECTION 27. Section 6.60.010 (Department of Consumer and Business Affairs) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
2114A	4		SENIOR MANAGEMENT SECRETARY-I

SECTION 28. Section 6.60.010 (Department of Consumer and Business Affairs)

is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2565A</u>	<u>1</u>	<u>INFORMATION TECHNOLOGY MANAGER I</u>
<u>2547A</u>	<u>1</u>	<u>SENIOR IT TECHNICAL SUPPORT ANALYST</u>
<u>0913A</u>	<u>1</u>	<u>STAFF ASSISTANT II</u>

SECTION 29. Section 6.60.010 (Department of Consumer and Business Affairs)

is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1667A	4 <u>5</u>	CONSUMER & BUSINESS AFFAIRS SPECIALIST
1673A	4 <u>5</u>	DEP DIR, CONSUMER & BUSINESS AFFAIRS(UC)

SECTION 30. Section 6.70.010 (District Attorney) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2884A	4	INVESTIGATOR-PHOTOGRAPHER, DA

SECTION 31. Section 6.70.010 (District Attorney) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>9959A</u>	<u>1</u>	<u>ASSISTANT DIR,DISTRICT ATTORNEY(UC)</u>
<u>2603A</u>	<u>1</u>	<u>IT SECURITY SPECIALIST</u>
<u>2548A</u>	<u>1</u>	<u>IT TECHNICAL SUPPORT SUPERVISOR</u>

SECTION 32. Section 6.70.010 (District Attorney) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
6040A	3 <u>2</u>	AUTOMOTIVE MAINTENANCE ASSISTANT
9273A	350 <u>352</u>	DEPUTY DISTRICT ATTORNEY III
9274A	319 <u>322</u>	DEPUTY DISTRICT ATTORNEY IV
9277A	36 <u>37</u>	HEAD DEPUTY DISTRICT ATTORNEY
2546A	3 <u>4</u>	IT TECHNICAL SUPPORT ANALYST II
2160A	144 <u>145</u>	LEGAL OFFICE SUPPORT ASSISTANT I
2161A	134 <u>132</u>	LEGAL OFFICE SUPPORT ASSISTANT II
9232A	85 <u>88</u>	PARALEGAL
2098A	13 <u>14</u>	SECRETARY V
2525A	5 <u>6</u>	SENIOR APPLICATION DEVELOPER

SECTION 33. Section 6.76.011 (Fire – Administrative) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1848A	49 <u>20</u>	MANAGEMENT ANALYST

SECTION 34. Section 6.76.017 (Fire – Leadership and Professional Standards) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0205A	9 <u>11</u>	FIRE CAPTAIN(56 HOURS)

SECTION 35. Section 6.77.010 (Department of Public Health) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2172N	3	INTERMEDIATE STENOGRAPHER

SECTION 36. Section 6.77.010 (Department of Public Health) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9014A	4 <u>2</u>	CLINICAL SOCIAL WORK SUPERVISOR I
1759N	47 <u>48</u>	EPIDEMIOLOGIST

1757N	20	<u>21</u>	EPIDEMIOLOGY ANALYST
4729A	24	<u>22</u>	HEALTH PROGRAM ANALYST II
2172A	46	<u>15</u>	INTERMEDIATE STENOGRAPHER
8972N	32	<u>30</u>	RESEARCH ANALYST II,BEHAVIOR SCI
8973A	44	<u>13</u>	RESEARCH ANALYST III,BEHAVIOR SCI
8973N	39	<u>38</u>	RESEARCH ANALYST III,BEHAVIOR SCI
9019A	43	<u>14</u>	SENIOR CLINICAL SOCIAL WORKER
4593A	49	<u>50</u>	STAFF ANALYST,HEALTH
5884A	22	<u>32</u>	SUBSTANCE ABUSE COUNSELOR
1760A	5	<u>6</u>	SUPERVISING EPIDEMIOLOGIST

SECTION 37. Section 6.78.010 (Department of Health Services - Administration)

is hereby amended to delete the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9020N	1	CLINICAL SOCIAL WORK CHIEF I
9019N	2	SENIOR CLINICAL SOCIAL WORKER
2103N	1	SENIOR SECRETARY IV
5884A	10	SUBSTANCE ABUSE COUNSELOR

SECTION 38. Section 6.78.010 (Department of Health Services - Administration)

is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1609A</u>	<u>1</u>	<u>SENIOR PUBLIC INFORMATION SPECIALIST</u>

SECTION 39. Section 6.78.010 (Department of Health Services - Administration)

is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0647A	40 <u>13</u>	ACCOUNTANT II
0643A	44 <u>18</u>	ACCOUNTING TECHNICIAN II
2521A	2 <u>3</u>	APPLICATION DEVELOPER II
4595A	48 <u>68</u>	ASSISTANT STAFF ANALYST, HLTH SERVS
5513A	9 <u>13</u>	CLINICAL PHARMACIST
9014N	9 <u>8</u>	CLINICAL SOCIAL WORK SUPERVISOR I
9015N	6 <u>4</u>	CLINICAL SOCIAL WORK SUPERVISOR II
8103N	44 <u>19</u>	COMMUNITY HEALTH WORKER
4625A	2 <u>3</u>	DEPUTY, MANAGEMENT PROGRAMS, HS(UC)
0672A	19 <u>26</u>	HEALTH CARE FINANCIAL ANALYST
0672N	3 <u>2</u>	HEALTH CARE FINANCIAL ANALYST
2591A	24 <u>26</u>	INFORMATION SYSTEMS ANALYST II

2591N	2	<u>1</u>	INFORMATION SYSTEMS ANALYST II
2573A	5	<u>6</u>	INFORMATION SYSTEMS MANAGER I
2214A	62	<u>64</u>	INTERMEDIATE TYPIST-CLERK
2214N	3	<u>2</u>	INTERMEDIATE TYPIST-CLERK
9197A	19	<u>23</u>	PATIENT RELATIONS REPRESENTATIVE
0668A	34	<u>38</u>	PRIN ACCOUNTING SYSTEMS TECHNICIAN
2526A	8	<u>9</u>	PRINCIPAL APPLICATION DEVELOPER
9035A	11	<u>19</u>	PSYCHIATRIC SOCIAL WORKER II
5135A	16	<u>19</u>	REGISTERED NURSE III
2096N	2	<u>1</u>	SECRETARY III
0666A	16	<u>17</u>	SENIOR ACCOUNTING SYSTEMS TECH
2525A	18	<u>20</u>	SENIOR APPLICATION DEVELOPER
9019A	5	<u>4</u>	SENIOR CLINICAL SOCIAL WORKER
2593N	3	<u>1</u>	SENIOR INFORMATION SYSTEMS ANALYST
5456A	5	<u>6</u>	SENIOR PHYSICIAN
2102A	10	<u>11</u>	SENIOR SECRETARY III
2103A	6	<u>8</u>	SENIOR SECRETARY IV
4594A	58	<u>64</u>	SENIOR STAFF ANALYST,HEALTH
4594N	4	<u>2</u>	SENIOR STAFF ANALYST,HEALTH
4593A	188	<u>199</u>	STAFF ANALYST,HEALTH
4593N	17	<u>9</u>	STAFF ANALYST,HEALTH
0907A	23	<u>30</u>	STAFF ASSISTANT I

9144A	15	<u>17</u>	STAFF DEVELOPMENT SPECIALIST,HS
2331A	2	<u>3</u>	WAREHOUSE WORKER I

SECTION 40. Section 6.78.055 (Department of Health Services – Harbor Care South) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>4846A</u>	<u>3</u>	<u>HEALTH EDUCATION ASSISTANT</u>
<u>4848A</u>	<u>1</u>	<u>HEALTH EDUCATOR</u>
<u>1609A</u>	<u>1</u>	<u>SENIOR PUBLIC INFORMATION SPECIALIST</u>
<u>2423A</u>	<u>2</u>	<u>SENIOR TELEPHONE OPERATOR</u>

SECTION 41. Section 6.78.055 (Department of Health Services – Harbor Care South) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
8073A	2 <u>3</u>	ASSOCIATE HOSPITAL ADMINISTRATOR I
8103A	3 <u>5</u>	COMMUNITY HEALTH WORKER
9002A	54 <u>56</u>	MEDICAL CASE WORKER II
5121A	132 <u>133</u>	NURSE PRACTITIONER
5476A	324 <u>325</u>	PHYSICIAN SPECIALIST(NON MEGAFLEX)

2424A	2	<u>4</u>	TELEPHONE OPERATIONS SUPERVISOR I
2420A	<u>2</u>	<u>10</u>	TELEPHONE OPERATOR

SECTION 42. Section 6.78.060 (Department of Health Services – LAC+USC Medical Center) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>9020A</u>	<u>1</u>	<u>CLINICAL SOCIAL WORK CHIEF I</u>
<u>4846A</u>	<u>4</u>	<u>HEALTH EDUCATION ASSISTANT</u>
<u>4848A</u>	<u>1</u>	<u>HEALTH EDUCATOR</u>

SECTION 43. Section 6.78.060 (Department of Health Services – LAC+USC Medical Center) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9014A	3 <u>4</u>	CLINICAL SOCIAL WORK SUPERVISOR I
9015A	8 <u>9</u>	CLINICAL SOCIAL WORK SUPERVISOR II
8103A	25 <u>32</u>	COMMUNITY HEALTH WORKER
2591A	18 <u>19</u>	INFORMATION SYSTEMS ANALYST II
2546A	42 <u>15</u>	IT TECHNICAL SUPPORT ANALYST II
9002A	74 <u>75</u>	MEDICAL CASE WORKER II

5857A	9	<u>12</u>	OCCUPATIONAL THERAPIST II
9189A	57	<u>54</u>	PATIENT FINANCIAL SERVS CONT WKR
5476A	442	<u>113</u>	PHYSICIAN SPECIALIST(NON MEGAFLEX)
5135A	445	<u>417</u>	REGISTERED NURSE III
9019A	40	<u>42</u>	SENIOR CLINICAL SOCIAL WORKER
2593A	43	<u>15</u>	SENIOR INFORMATION SYSTEMS ANALYST
5884A	2	<u>3</u>	SUBSTANCE ABUSE COUNSELOR
5329A	44	<u>15</u>	SUPERVISING CLINIC NURSE I

SECTION 44. Section 6.78.065 (Department of Health Services – Rancho Los Amigos) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>4846A</u>	<u>1</u>	<u>HEALTH EDUCATION ASSISTANT</u>
<u>1609A</u>	<u>1</u>	<u>SENIOR PUBLIC INFORMATION SPECIALIST</u>

SECTION 45. Section 6.78.065 (Department of Health Services – Rancho Los Amigos) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9015A	2 <u>3</u>	CLINICAL SOCIAL WORK SUPERVISOR II

8103A	4	<u>11</u>	COMMUNITY HEALTH WORKER
9002A	15	<u>22</u>	MEDICAL CASE WORKER II
5134A	182	<u>186</u>	REGISTERED NURSE II
5135A	55	<u>56</u>	REGISTERED NURSE III
2423A	4	<u>3</u>	SENIOR TELEPHONE OPERATOR
2420A	6	<u>8</u>	TELEPHONE OPERATOR

SECTION 46. Section 6.78.070 (Department of Health Services – Olive View – UCLA Medical Center) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>7202A</u>	<u>1</u>	<u>ASSISTANT CHIEF STATIONARY ENGINEER</u>
<u>7203A</u>	<u>1</u>	<u>CHIEF STATIONARY ENGINEER</u>
<u>4846A</u>	<u>1</u>	<u>HEALTH EDUCATION ASSISTANT</u>
<u>5047A</u>	<u>2</u>	<u>PHYSICIAN ASSISTANT</u>
<u>1609A</u>	<u>1</u>	<u>SENIOR PUBLIC INFORMATION SPECIALIST</u>
<u>2423A</u>	<u>2</u>	<u>SENIOR TELEPHONE OPERATOR</u>
<u>7200A</u>	<u>1</u>	<u>STATIONARY ENGINEER CONTROLS SPEC</u>
<u>7198A</u>	<u>9</u>	<u>STATIONARY ENGINEER II</u>
<u>7193A</u>	<u>1</u>	<u>STATIONARY ENGINEER HELPER</u>

SECTION 47. Section 6.78.070 (Department of Health Services – Olive View – UCLA Medical Center) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
8073A	4	<u>2</u>	ASSOCIATE HOSPITAL ADMINISTRATOR I
5090A	62	<u>64</u>	CLINICAL LICENSED VOCATIONAL NURSE I
8103A	2	<u>5</u>	COMMUNITY HEALTH WORKER
1138A	99	<u>100</u>	INTERMEDIATE CLERK
9002A	43	<u>45</u>	MEDICAL CASE WORKER II
5172A	5	<u>9</u>	NURSE ANESTHETIST II
5121A	47	<u>49</u>	NURSE PRACTITIONER
5512A	28	<u>29</u>	PHARMACIST
5504A	46	<u>47</u>	PHARMACY TECHNICIAN
5476A	200	<u>206</u>	PHYSICIAN SPECIALIST(NON MEGAFLEX)
5798A	15	<u>20</u>	RADIOLOGIC TECHNOLOGIST
5134A	350	<u>351</u>	REGISTERED NURSE II
9019A	14	<u>15</u>	SENIOR CLINICAL SOCIAL WORKER
2420A	7	<u>8</u>	TELEPHONE OPERATOR

SECTION 48. Section 6.78.085 (Department of Health Services – Integrated Correctional Health Services) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>8161A</u>	<u>6</u>	<u>PSYCHIATRIC TECHNICIAN I</u>

SECTION 49. Section 6.78.085 (Department of Health Services – Integrated Correctional Health Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
5092A	6 <u>9</u>	CERTIFIED MEDICAL ASSISTANT
5513A	6 <u>8</u>	CLINICAL PHARMACIST
8697A	37 <u>40</u>	CLINICAL PSYCHOLOGIST II
9038A	37 <u>38</u>	MENTAL HEALTH CLINICAL SUPERVISOR
4735A	43 <u>50</u>	MENTAL HEALTH PSYCHIATRIST
5121A	37 <u>42</u>	NURSE PRACTITIONER
5107A	296 <u>344</u>	NURSING ASSISTANT, SHERIFF
5512A	47 <u>51</u>	PHARMACIST
5504A	63 <u>69</u>	PHARMACY TECHNICIAN
5476A	50 <u>51</u>	PHYSICIAN SPECIALIST(NON MEGAFLEX)
9035A	138 <u>153</u>	PSYCHIATRIC SOCIAL WORKER II

8162A	3	<u>16</u>	PSYCHIATRIC TECHNICIAN II
8163A	4	<u>10</u>	PSYCHIATRIC TECHNICIAN III
5139A	267	<u>277</u>	REGISTERED NURSE I, SHERIFF
5140A	223	<u>235</u>	REGISTERED NURSE II, SHERIFF
5141A	89	<u>91</u>	REGISTERED NURSE III, SHERIFF
4593A	7	<u>8</u>	STAFF ANALYST, HEALTH
4737A	7	<u>8</u>	SUPVG MENTAL HEALTH PSYCHIATRIST

SECTION 50. Section 6.78.090 (Department of Health Services – Ambulatory Care Network) is hereby amended to delete the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2521A	4	APPLICATION DEVELOPER II
2526A	4	PRINCIPAL APPLICATION DEVELOPER

SECTION 51. Section 6.78.090 (Department of Health Services – Ambulatory Care Network) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
5092A	274	<u>280</u> CERTIFIED MEDICAL ASSISTANT
5090A	175	<u>181</u> CLINIC LICENSED VOCATIONAL NURSE I

9014A	8	<u>11</u>	CLINICAL SOCIAL WORK SUPERVISOR I
8103A	15	<u>23</u>	COMMUNITY HEALTH WORKER
4848A	4	<u>7</u>	HEALTH EDUCATOR
2591A	18	<u>16</u>	INFORMATION SYSTEMS ANALYST II
2573A	2	<u>1</u>	INFORMATION SYSTEMS MANAGER I
9002A	36	<u>42</u>	MEDICAL CASE WORKER II
9197A	69	<u>72</u>	PATIENT RELATIONS REPRESENTATIVE
9192A	167	<u>181</u>	PATIENT RESOURCES WORKER
5476A	162	<u>165</u>	PHYSICIAN SPECIALIST(NON MEGAFLEX)
5133A	92	<u>98</u>	REGISTERED NURSE I
5134A	104	<u>108</u>	REGISTERED NURSE II
2525A	3	<u>1</u>	SENIOR APPLICATION DEVELOPER
2102A	8	<u>7</u>	SENIOR SECRETARY III
2103A	3	<u>2</u>	SENIOR SECRETARY IV
5329A	42	<u>44</u>	SUPERVISING CLINIC NURSE I
9194A	30	<u>33</u>	SUPVG PATIENT FIN SERVICE WORKER I

SECTION 52. Section 6.80.010 (Department of Human Resources) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1913A	78	<u>81</u> HUMAN RESOURCES ANALYST IV

2214A 6 5 INTERMEDIATE TYPIST-CLERK

SECTION 53. Section 6.81.010 (Internal Services Department) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2484F</u>	<u>20</u>	<u>TECHNOLOGY PROFESSIONAL INTERN I</u>
<u>2485F</u>	<u>30</u>	<u>TECHNOLOGY PROFESSIONAL INTERN II</u>

SECTION 54. Section 6.81.010 (Internal Services Department) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1004A	8 <u>7</u>	ADMINISTRATIVE SERVICES MANAGER III
7198A	54 <u>45</u>	STATIONARY ENGINEER II
7196A	9 <u>8</u>	STATIONARY ENGINEER APP(4TH YEAR)
7200A	6 <u>5</u>	STATIONARY ENGINEER CONTROLS SPEC
2482F	59 <u>9</u>	STUDENT PROF WORKER,INFO TECH

SECTION 55. Section 6.86.010 (Department of Mental Health) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
8697A	275 <u>269</u>	CLINICAL PSYCHOLOGIST II

8103A	396	<u>497</u>	COMMUNITY HEALTH WORKER
8103N	93	<u>23</u>	COMMUNITY HEALTH WORKER
2214A	484	<u>487</u>	INTERMEDIATE TYPIST-CLERK
2214N	42	<u>7</u>	INTERMEDIATE TYPIST-CLERK
1848A	44	<u>43</u>	MANAGEMENT ANALYST
9002A	302	<u>311</u>	MEDICAL CASE WORKER II
9002N	7	<u>1</u>	MEDICAL CASE WORKER II
9038A	290	<u>307</u>	MENTAL HEALTH CLINICAL SUPERVISOR
9038N	34	<u>17</u>	MENTAL HEALTH CLINICAL SUPERVISOR
5278A	180	<u>182</u>	MENTAL HEALTH COUNSELOR,RN
4740A	37	<u>40</u>	MENTAL HLTH PROGRAM MANAGER I
4740N	5	<u>2</u>	MENTAL HLTH PROGRAM MANAGER I
8148A	60	<u>59</u>	MENTAL HEALTH SERVICES COORD I
8149A	67	<u>64</u>	MENTAL HEALTH SERVICES COORD II
9192A	84	<u>83</u>	PATIENT RESOURCES WORKER
9035A	1345	<u>1333</u>	PSYCHIATRIC SOCIAL WORKER II
9035N	84	<u>63</u>	PSYCHIATRIC SOCIAL WORKER II
2096A	75	<u>76</u>	SECRETARY III
2096N	2	<u>1</u>	SECRETARY III
1843A	7	<u>6</u>	SENIOR DEPARTMENTAL PERSONNEL ASST
0907A	87	<u>88</u>	STAFF ASSISTANT I
0907N	4	<u>1</u>	STAFF ASSISTANT I

8106A 44 18 SUPERVISING COMMUNITY HEALTH WORKER

SECTION 56. Section 6.94.010 (Department of Parks and Recreation) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2059A</u>	<u>1</u>	<u>SENIOR REAL PROPERTY AGENT</u>
<u>2219A</u>	<u>2</u>	<u>SUPERVISING TYPIST-CLERK</u>

SECTION 57. Section 6.94.010 (Department of Parks and Recreation) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1003A	45 <u>16</u>	ADMINISTRATIVE SERVICES MANAGER II
2968A	6 <u>7</u>	AREA POOLS SUPERVISOR
1251H	193 <u>212</u>	CASHIER-CLERK
6774A	29 <u>31</u>	CUSTODIAN
6471A	13 <u>14</u>	ELECTRICIAN
6619A	29 <u>30</u>	GENERAL MAINTENANCE WORKER
0352A	139 <u>145</u>	GROUPS MAINTENANCE WORKER I
0354A	97 <u>99</u>	GROUPS MAINTENANCE WORKER II
7268A	24 <u>25</u>	IRRIGATION LAWN SPRINKLER FITTER
8737F	219 <u>227</u>	LOCKER ROOM ATTENDANT

1848A	20	<u>21</u>	MANAGEMENT ANALYST
9333F	24	<u>184</u>	PARK AIDE,NC
7269A	20	<u>21</u>	PLUMBER
2964H	573	<u>605</u>	POOL LIFEGUARD
2966A	9	<u>10</u>	POOL MANAGER
2966H	70	<u>74</u>	POOL MANAGER
8796H	703	<u>575</u>	RECREATION SERVICES LEADER
8800A	29	<u>30</u>	RECREATION SERVICES MANAGER
8798A	69	<u>71</u>	RECREATION SERVICES SUPERVISOR
0358A	22	<u>24</u>	SENIOR GROUNDS MAINTENANCE WORKER
2965H	86	<u>90</u>	SENIOR POOL LIFEGUARD

SECTION 58. Section 6.100.010 (Probation Department – Support Services) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1338A</u>	<u>1</u>	<u>SUPERVISING PAYROLL CLERK I</u>

SECTION 59. Section 6.100.010 (Probation Department – Support Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1002A	34 <u>41</u>	ADMINISTRATIVE SERVICES MANAGER I

8612A	42	<u>10</u>	ASSISTANT PROBATION DIRECTOR
1842A	45	<u>16</u>	DEPARTMENTAL PERSONNEL ASSISTANT
8608A	4	<u>1</u>	DEP PROB OFF I(RES TREAT/DET SVCS)
6619A	42	<u>10</u>	GENERAL MAINTENANCE WORKER
2591A	45	<u>14</u>	INFORMATION SYSTEMS ANALYST II
2214A	53	<u>51</u>	INTERMEDIATE TYPIST-CLERK
1848A	27	<u>30</u>	MANAGEMENT ANALYST
1334A	42	<u>14</u>	PAYROLL CLERK II
8638A	34	<u>32</u>	PROGRAM ANALYST,PROBATION
1843A	44	<u>16</u>	SENIOR DEPARTMENTAL PERSONNEL ASST
2216A	48	<u>20</u>	SENIOR TYPIST-CLERK
8610A	44	<u>42</u>	SUPVG DEPUTY PROBATION OFFICER

SECTION 60. Section 6.100.015 (Probation Department – Special Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
8607A	373 <u>352</u>	DEPUTY PROBATION OFFICER II, FIELD
8607N	64 <u>50</u>	DEPUTY PROBATION OFFICER II, FIELD
8641A	4 <u>2</u>	SUPERVISING PROGRAM ANALYST, PROB

SECTION 61. Section 6.100.017 (Probation Department – Juvenile Institution Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
8608A	384 <u>383</u>	DEP PROB OFF I(RES TREAT/DET SVCS)
8609A	256 <u>254</u>	DEP PROB OFF II(RES TREAT/DET SVCS)
8609N	26 <u>24</u>	DEP PROB OFF II(RES TREAT/DET SVCS)
8655A	614 <u>603</u>	DETENTION SERVICES OFFICER
8618A	399 <u>392</u>	GROUP SUPERVISOR,NIGHTS,PROBATION
2094A	2 <u>1</u>	SECRETARY I
8657A	149 <u>146</u>	SENIOR DETENTION SERVICES OFFICER
8610A	93 <u>92</u>	SUPVG DEPUTY PROBATION OFFICER

SECTION 62. Section 6.104.010 (Public Defender) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9251A	326 <u>329</u>	DEPUTY PUBLIC DEFENDER III
9251N	19 <u>28</u>	DEPUTY PUBLIC DEFENDER III
9259A	5 <u>4</u>	DIVISION CHIEF,PUBLIC DEFENDER
2906A	3 <u>4</u>	LIEUTENANT,PD
9038A	3 <u>4</u>	MENTAL HEALTH CLINICAL SUPERVISOR

9038N	4	<u>2</u>	MENTAL HEALTH CLINICAL SUPERVISOR
9232N	44	<u>22</u>	PARALEGAL
9035A	23	<u>30</u>	PSYCHIATRIC SOCIAL WORKER II
9035N	43	<u>21</u>	PSYCHIATRIC SOCIAL WORKER II
9243F	12	<u>23</u>	SENIOR LAW CLERK
9234N	2	<u>3</u>	SUPERVISING PARALEGAL

SECTION 63. Section 6.106.010 (LA County Library) is hereby amended to delete the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
3725A	4	COMMUNICATIONS SERVICES ANALYST
1869A	4	HEAD STAFF DEVELOPMENT SPECIALIST

SECTION 64. Section 6.106.010 (LA County Library) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2586A</u>	<u>1</u>	<u>INFO TECH BUSINESS ANALYST I</u>
<u>2343A</u>	<u>1</u>	<u>PROCUREMENT AID</u>

SECTION 65. Section 6.106.010 (LA County Library) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
0888A	5	<u>4</u>	ADMINISTRATIVE ASSISTANT II
2214A	15	<u>14</u>	INTERMEDIATE TYPIST-CLERK
8337A	50	<u>51</u>	LIBRARIAN IV

SECTION 66. Section 6.108.010 (Department of Public Social Services) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
9051A	836	<u>838</u>	SOCIAL WORKER

SECTION 67. Section 6.109.010 (Department of Public Works) is hereby amended to delete the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS		TITLE
3834A	1		ENGINEERING PROGRAMMER-ANALYST
6610A	1		EQUIPMENT MAINTENANCE WORKER
3923A	1		SUPERVISING VALUATION ENGINEER II

SECTION 68. Section 6.109.010 (Department of Public Works) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1002A	32 <u>37</u>	ADMINISTRATIVE SERVICES MANAGER I
0398A	3 <u>2</u>	AGRICULTURAL CHEMICAL SPRAYER
6490A	15 <u>20</u>	ASSISTANT ELECTRO-MECHANIC
3433A	304 <u>303</u>	ASSOCIATE CIVIL ENGINEER
4141A	12 <u>16</u>	CAPITAL PROJECTS MANAGER,PW
3435A	145 <u>146</u>	CIVIL ENGINEER
3422F	73 <u>69</u>	CIVIL ENGINEERING STUDENT
4227A	12 <u>15</u>	CONTRACT MONITOR
7322A	8 <u>10</u>	DRILLER
6492A	28 <u>30</u>	ELECTRO-MECHANIC
6495A	13 <u>15</u>	ELECTRO-MECHANIC WORKING SUPERVISOR
6051A	78 <u>80</u>	HEAVY TRUCK DRIVER
6349A	12 <u>11</u>	HELPER,ELECTRICAL
7433A	50 <u>52</u>	POWER EQUIPMENT TECHNICIAN
7427A	10 <u>9</u>	POWER EQUIPMENT TECH HELPER II
0977A	44 <u>17</u>	PROGRAM MANAGER I
5924A	125 <u>131</u>	PUBLIC WORKS CREW LEADER
5923A	345 <u>352</u>	PUBLIC WORKS MAINTENANCE WORKER

3034A	5	<u>6</u>	SAFETY INSPECTOR
2097A	44	<u>45</u>	SECRETARY IV
3436A	110	<u>111</u>	SENIOR CIVIL ENGINEER
2216A	53	<u>52</u>	SENIOR TYPIST-CLERK
5968A	8	<u>10</u>	SEWER MAINTENANCE SUPERVISOR
0913A	34	<u>35</u>	STAFF ASSISTANT II
4231A	4	<u>5</u>	SUPVG CONTRACT PROGRAM MONITOR
4213A	44	<u>17</u>	WASTE CONTROL ENGINEERING INSPECTOR

SECTION 69. Section 6.112.010 (Department of Regional Planning) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
4435A	27 <u>28</u>	PRINCIPAL REGIONAL PLANNER
4430A	42 <u>45</u>	REGIONAL PLANNER

SECTION 70. Section 6.114.010 (Registrar-Recorder/County Clerk) is hereby amended to delete the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1165A	2	PRECINCT CLERK

SECTION 71. Section 6.114.010 (Registrar-Recorder/County Clerk) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1125A	8 <u>9</u>	ASST DIV MGR,PROG,REG-REC/CO CLK
9313H	499 <u>559</u>	ELECTION ASSISTANT II,NC
1126A	7 <u>6</u>	ELECTION PROGRAMS COORDINATOR

SECTION 72. Section 6.120.010 (Sheriff - Administration) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1002A	45 <u>47</u>	ADMINISTRATIVE SERVICES MANAGER I
1003A	20 <u>21</u>	ADMINISTRATIVE SERVICES MANAGER II
1641A	4 <u>3</u>	CIVILIAN INVESTIGATOR
1923A	36 <u>35</u>	EMPLOYMENT SERVS ASST I,SHERIFF
1924A	66 <u>65</u>	EMPLOYMENT SERVS ASST II,SHERIFF

SECTION 73. Section 6.120.012 (Sheriff - Custody) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2708A	2377 <u>2384</u>	DEPUTY SHERIFF

2717A ~~320~~ 321 SERGEANT

SECTION 74. 6.120.012 (Sheriff - Custody) is hereby amended to change the title of the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
7617A	1	HEAD SEWING WORKER <u>SEWING WORKER SUPERVISOR</u>

SECTION 75. Section 6.120.014 (Sheriff – General Support Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
6040A	2 <u>3</u>	AUTOMOTIVE MAINTENANCE ASSISTANT
2721A	8 <u>9</u>	CAPTAIN
0939A	63 <u>62</u>	CRIME ANALYST,SHERIFF
2708N	9 <u>18</u>	DEPUTY SHERIFF
2707M	557 <u>695</u>	DEPUTY SHERIFF TRAINEE
6619A	62 <u>61</u>	GENERAL MAINTENANCE WORKER
8701A	8 <u>10</u>	INDUSTRIAL/ORG CONSULTANT,SHERIFF
2214A	44 <u>40</u>	INTERMEDIATE TYPIST-CLERK
1229A	54 <u>55</u>	OPERATIONS ASSISTANT II,SHERIFF
2717A	425 <u>131</u>	SERGEANT
2717N	4 <u>5</u>	SERGEANT

SECTION 76. Section 6.120.016 (Sheriff – County Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2708A	282 <u>291</u>	DEPUTY SHERIFF
2828A	294 <u>298</u>	SECURITY OFFICER, SHERIFF
2717A	94 <u>98</u>	SERGEANT

SECTION 77. Section 6.120.018 (Sheriff – Patrol Clearing Account) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2828N</u>	<u>8</u>	<u>SECURITY OFFICER, SHERIFF</u>

SECTION 78. Section 6.120.018 (Sheriff – Patrol Clearing Account) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2708A	3642 <u>3650</u>	DEPUTY SHERIFF
2708N	58 <u>59</u>	DEPUTY SHERIFF
2745A	340 <u>309</u>	LAW ENFORCEMENT TECHNICIAN
2719A	479 <u>178</u>	LIEUTENANT

2717A	642	<u>635</u>	SERGEANT
8242F	15	<u>27</u>	STUDENT WORKER

SECTION 79. Section 6.123.010 (Department of Youth Development) is hereby amended to add the following classes and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1007A</u>	<u>1</u>	<u>ADMINISTRATIVE SERVICES DIV MGR</u>
<u>1003A</u>	<u>1</u>	<u>ADMINISTRATIVE SERVICES MANAGER II</u>
<u>1004A</u>	<u>1</u>	<u>ADMINISTRATIVE SERVICES MANAGER III</u>
<u>1120A</u>	<u>1</u>	<u>EXECUTIVE ASSISTANT</u>
<u>2120A</u>	<u>1</u>	<u>EXECUTIVE SECRETARY I</u>
<u>2114A</u>	<u>1</u>	<u>SENIOR MANAGEMENT SECRETARY I</u>
<u>0907A</u>	<u>2</u>	<u>STAFF ASSISTANT I</u>
<u>0913A</u>	<u>1</u>	<u>STAFF ASSISTANT II</u>
<u>8298A</u>	<u>4</u>	<u>YOUTH DEVELOPMENT AMBASSADOR</u>

SECTION 80. Section 6.123.010 (Department of Youth Development) is hereby amended to change the number of ordinance positions for the following class:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
8299A	15 <u>19</u>	YOUTH DEVELOPMENT SPECIALIST

SECTION 81. 6.127.010 (Los Angeles County Employees Retirement

Association) is hereby amended to change the title of the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
0440A	8	MANAGEMENT SECRETARY, LACERA <u>LEGAL SECRETARY, LACERA</u>
0438A	12	SECRETARY, LACERA <u>ADMINISTRATIVE ASSISTANT, LACERA</u>
0441A	10	SENIOR MANAGEMENT SECRETARY, LACERA <u>SENIOR LEGAL SECRETARY, LACERA</u>
0439A	12	SENIOR SECRETARY, LACERA <u>SENIOR ADMINISTRATIVE ASSISTANT, LACERA</u>

SECTION 82. Pursuant to Government Code Section 25123(f), this ordinance shall take effect immediately upon final passage.

[FY2223FINADPTBUDGETCSCEO]

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/14/2022		
BOARD MEETING DATE	1/10/2023		
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Internal Services Department		
SUBJECT	Adopt, Advertise, and Award Nine Best Value Job Order Contracts		
PROGRAM			
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If Yes, please explain why:		
DEADLINES/ TIME CONSTRAINTS	N/A		
COST & FUNDING	Total cost: N/A	Funding source: N/A	
	TERMS (if applicable):		
	Explanation: Maintenance, repair, refurbishment, remodeling, and alteration work will be funded by the specific project budget, operational fund(s), or special fund(s) project budgets. For capital projects and refurbishments, no work will be assigned to these JOCs without the prior review and funding verification from the Chief Executive Office (CEO) and the approval of the project budget by the Board. For ISD's infrastructure and maintenance projects, no work will be assigned to these JOCs without the appropriate funding authorization. Sufficient appropriations will be included in the department's FY 2023-24 budget request and the subsequent fiscal years thereafter.		
PURPOSE OF REQUEST	Internal Services Department is seeking Board approval to procure and award nine separate Best Value Job Order Contracts (JOC183BV, JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV) to the responsive and responsible contractor determined to have submitted the best value bid for each Job Order Contract and authorize Internal Services Department to issue Work Orders for various County facilities.		
BACKGROUND (include internal/external issues that may exist including any related motions)	The use of Best Value JOCs will allow projects to be completed in a more expeditious and cost-effective manner. The Best Value JOC contractors will be selected based on their qualifications and experience. The agreement will require contractors to use a skilled and trained labor force, which will allow work to be performed more efficiently and with a higher degree of quality and expertise, than using an unskilled and untrained labor force. ISD is recommending procurement of nine Best Value JOCs to ensure that adequate Best Value JOC capacity is available on a continuous basis to support delivery of projects at various locations throughout the County.		
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:		
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: - Thomas DeSantis, P&PM Division Manager, (323) 267-3467, TDesantis@isd.lacounty.gov		



County of Los Angeles
INTERNAL SERVICES DEPARTMENT

1100 North Eastern Avenue
Los Angeles, California 90063

SELWYN HOLLINS
Director

"Trusted Partner and Provider of Choice"

Telephone: (323) 267-2101
FAX: (323) 264-7135

January 10, 2023

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:

**ADOPT, ADVERTISE, AND AWARD NINE BEST VALUE JOB ORDER CONTRACTS
FOR REPAIR, REMODELING, OR OTHER REPETITIVE WORK OF
VARIOUS COUNTY FACILITIES**

**(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Internal Services Department is seeking Board approval to procure and award nine separate Best Value Job Order Contracts (JOC183BV, JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV) to the responsive and responsible contractor determined to have submitted the best value bid for each Job Order Contract and authorize Internal Services Department to issue Work Orders for various County facilities.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the award of the Best Value Job Order Contracts JOC183BV, JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV and the related actions recommended herein are not projects under the California Environmental Quality Act for the reasons stated in this Board letter and in the records pertaining to the Job Order Contracts.
2. Find that the use of the Best Value Construction Contracting for Job Order Contracts JOC183BV, JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, HVACJOC22BV will result in reduced costs and expedited

completion of projects performed under these contracts in accordance with the Policy for Best Value Construction Contracting adopted by the Board on October 5, 2021.

3. Approve the following 14 prequalified contractors for the Best Value Job Order Contracts: ACCO Engineered Systems; Angeles Contractor, Inc.; Athena Engineering Inc.; Best Contracting Services, Inc.; Cervus, Inc.; Letner Roofing Company; Exbon Development, Inc.; HHJ Construction, Inc.; Leed Electric, Inc.; MIK Construction, Inc.; MTM Construction, Inc.; New Creation Engineering & Builders, Inc.; Thomasville Construction, Inc.; and Vincor Construction, Inc.
4. Instruct the Executive Officer of the Board to advertise Best Value Job Order Contracts JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV for bids to the 14 prequalified contractors to be received and opened on March 30, 2023, in accordance with the Instruction Sheet for Publishing Legal Advertisement; and instruct the Executive Officer of the Board to separately advertise Job Order Contracts JOC183, JOC184, EJOC53, EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16, ROOFJOC17, and HVACJOC22 for conventional low bids to be received and opened on March 30, 2023, in accordance with the Instruction Sheet for Publishing Legal Advertisement. Conventional low bid Job Order Contracts will be opened only in the event that statutorily insufficient number of best value Job Order Contract bids are received.
5. Delegate authority to the Director of Internal Services Department or his designee to make a determination that statutorily insufficient number of best value Job Order Contract bids were received, necessitating the opening and use of the alternate conventional Job Order Contract low bids; that a bid is nonresponsive and to reject a bid on that basis; to waive inconsequential and nonmaterial deficiencies in bids submitted; to evaluate and score bids in accordance with the requirements and evaluation criteria stated in the bid documents; and to determine whether the best value bidder or the lowest responsive responsible conventional Job Order Contract bidder has satisfied all conditions for contract award.
6. Delegate authority to the Director of Internal Services Department or his designee to award and execute the Best Value Job Order Contracts JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV in the form previously approved by County Counsel to the responsive and responsible contractor determined to have submitted the best value bid for JOC184BV, EJOC54BV, ROOFJOB16BV, ROOFJOC17BV, and HVACJOC22BV, for a fee not to exceed \$3 million for the first year; for JOC183BV, EJOC53BV, LVJOC4BV, and PLUMBJOC10BV, for a fee not to exceed \$1 million for the first year; and to establish the effective date of each Job Order Contract following receipt of acceptable performance and payment bonds and evidence of required contractor insurance.
7. Delegate authority to the Director of Internal Services Department or his designee to execute supplemental agreements with each contractor to extend the Best Value Job Order Contracts JOC184BV, EJOC54BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV for two

subsequent 1-year terms, and to increase the not-to-exceed amount of each of these Job Order Contracts by up to \$3 million for each year (adjusted annually to reflect the percentage change in the California Consumer Price Index), with the option to carry-over unspent money from the first to second option term; and extend the Best Value Job Order Contracts JOC183BV, EJOC53BV, LVJOC4BV, and PLUMBJOC10BV for two subsequent 1-year terms, and to increase the not-to-exceed amount of each Job Order Contract by up to \$1 million for each year (adjusted annually to reflect the percentage change in the California Consumer Price Index), with the option to carry-over unspent money from the first to second option term.

8. Delegate authority to the Director of Internal Services Department or his designee to publicly announce the award of the Best Value Job Order Contracts JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV, along with a written decision supporting the award of the Best Value Job Order Contracts.
9. If the solicitation for Best Value Job Order Contracts JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV results in the submission of fewer than three responsive bids to the County for evaluation, delegate authority to the Director of the Internal Services Department or his designee to award and execute Job Order Contracts JOC183 JOC184, EJOC53, EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16, ROOFJOC17, and HVACJOC22, on the basis of lowest bid price, in accordance with the Instruction Sheet for Publishing Legal Advertisement. In such instance, delegate authority to the Director of the Internal Services Department or his designee to make a determination that a bid is nonresponsive and to reject a bid on that basis; to award to the next lowest responsive and responsible bidder; to waive inconsequential and nonmaterial deficiencies in bids submitted; and to determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has satisfied all conditions for contract award. Upon such determination, award and authorize the Director of the Internal Services Department or his designee to execute proposed Job Order Contracts JOC183, JOC184, EJOC53, EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16, ROOFJOC17, and HVACJOC22, to the lowest responsive and responsible bidder(s), each contract for a not-to-exceed amount of \$5,250,000 and in the form previously approved by County Counsel and to establish the effective date of the contracts upon receipt by the Internal Services Department of acceptable performance and payment bonds and evidence of required contractor insurance.
10. With respect to Best Value Job Order Contracts JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV or Job Order Contracts JOC183, JOC184, EJOC54, EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16, ROOFJOC17, and HVACJOC22, delegate authority to the Director of Internal Services Department or his designee to issue Work Orders for projects that are not subject to the State Public Contract Code, including maintenance work, as applicable, in an amount not to exceed the maximum contract amount of the Job Order Contract, subject to the limitation that the aggregate amount of all Work Orders issued under

a particular Job Order Contract does not exceed the maximum contract amount upon receipt of funding authorization from the Chief Executive Office or the appropriate funding source and subject to compliance with the California Environmental Quality Act.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find that the recommended actions in this Board letter are not a project pursuant to the California Environmental Quality Act (CEQA); approve the 14 prequalified contractors for the Best Value Job Order Contracts (JOCs); find that Best Value Construction for each of the Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV will result in reduced costs and expedited completion of work performed under these contracts; delegate authority to the Internal Services Department (ISD) to make a determination that a bid is nonresponsive and to reject a bid on that basis; to award and execute the Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV in the form previously approved by County Counsel; to execute supplemental agreements with each contractor to extend each of the Best Value JOCs (JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV); issue Work Orders in the amount not to exceed the maximum contract amount of the Best Value JOC; and award and execute low-bid JOCs JOC183, JOC184, EJOC53, EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16, ROOFJOC17, and HVACJOC22) on the basis of lowest bid price, if the solicitation for the Best Value JOCs results in the submission of fewer than three responsive bids to the County for evaluation.

The use of Best Value JOCs will allow projects to be completed in a more expeditious and cost-effective manner. The Best Value JOC contractors will be selected based on their qualifications and experience. The agreement will require contractors to use a skilled and trained labor force, which will allow work to be performed more efficiently and with a higher degree of quality and expertise, than using an unskilled and untrained labor force. In addition, ISD will have the ability to extend the term of the Best Value JOCs and supplement funding on an annual basis, as set forth above, allowing for efficient and seamless completion of projects. Additionally, all of these features combined, including the qualifications and capabilities of the Best Value JOC contractors, contribute to better performance and expedited completion of highly complex projects. These features also contribute to reduced project costs by potentially avoiding contractor errors, costly change orders, and redo of projects. These types of results are not as easily achieved when awarding the contract on the basis of just lowest bid price. ISD is recommending procurement of nine Best Value JOCs to ensure that adequate Best Value JOC capacity is available on a continuous basis to support delivery of projects at various locations throughout the County.

The Gordian Group, Inc.'s Construction Task Catalog and Technical Specifications, adopted by the Board on November 1, 2022, will be utilized to deliver projects under Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV or Job Order Contracts JOC183, JOC184, EJOC53, EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16, ROOFJOC17, and HVACJOC22.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: Goal II – Foster Vibrant and Resilient Communities, Strategy II.1, Drive Economic and Workforce Development in the County, and Objective II.1.2, Support Small Business and Social Enterprises; and Goal III – Realize Tomorrow's Government Today, Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, and Objective III.3.2, Manage and Maximize County Assets, by investing in public infrastructure, improving the economic and social well-being of our communities, continually assessing our efficiency and effectiveness, maximizing and leveraging resources, and holding ourselves accountable.

FISCAL IMPACT/FINANCING

Maintenance, repair, refurbishment, remodeling, and alteration work will be funded by the specific project budget, operational fund(s), or special fund(s) project budgets. For capital projects and refurbishments, no work will be assigned to these JOCs without the prior review and funding verification from the Chief Executive Office (CEO) and the approval of the project budget by the Board. For ISD's infrastructure and maintenance projects, no work will be assigned to these JOCs without the appropriate funding authorization. Sufficient appropriations will be included in the department's FY 2023-24 budget request and the subsequent fiscal years thereafter.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Public Contract Code (PCC) Section 20155, et seq., provides for a pilot program, which allows the County of Los Angeles to use best value construction contracting as an alternative delivery method.

In October of 2017, the State Legislature passed Senate Bill 793, which amended PCC Section 20155 et seq, authorizing counties to pilot the use of the best value construction contracting method to award the Best Value JOCs. Los Angeles County is one of eight counties participating in the pilot program. Pursuant to PCC Section 20155 et. seq., the Best Value JOC provides the County the ability to procure individual annual contracts, which shall not exceed \$3,000,000 adjusted to reflect the percentage change in the California Consumer Price Index from 2018, for repair, remodeling, or other repetitive work to be done according to unit prices. These contracts may be extended for two subsequent annual terms for a maximum sum not to exceed \$6 million (adjusted annually to reflect the percentage change in the California Consumer Price Index over the two extended terms.

On October 5, 2021, the Board revised the previously adopted Best Value Construction Contracting policy and procedures and authorized ISD to implement the use of Best Value Construction Contracting as a procurement method to deliver projects.

Bid documents will contain terms and conditions in compliance with the Board's ordinances, policies, and programs.

Contractors will be selected upon final analysis and consideration without regard to race, creed, color, or gender.

The Best Value JOCs and JOCs are subject to the Board Policy 5.270, Countywide Local and Targeted Worker Hiring.

The Board's Civic Art Policy, last amended on August 4, 2020, is exempt from allocation to the proposed contracts as this action does not approve any specific capital improvement or refurbishment project. Individual projects will be evaluated to determine applicability to Board's Civic Art Policy.

ENVIRONMENTAL DOCUMENTATION

The approval of the Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV or JOCs JOC183 to JOC184, EJOC53 to EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16 to ROOFJOC17, and HVACJOC22, and the other recommended actions are not a project under California Public Resources Code section 21065 and are excluded from the definition of a project under Section 15378 (b)(4) and (5) of the State CEQA Guidelines, because they involve the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment or are organizational or administrative activities of government which will not result in direct or indirect physical changes in the environment.

Issuance of Work Orders for projects not subject to the State PCC are within the scope of the findings of exemption as determined by your Board on May 28, 2019, December 17, 2019, and October 19, 2021, for FRP projects. The scope of projects includes alterations, renovations, repair, and refurbishment of existing facilities. The approved work was determined to be exempt under Sections 15301 (a),(d), and (l), 15302 (b) and (c), and 15303 of the CEQA Guidelines and Classes 1(c), (d), (h), (i), (j), (l) and(m), 2(a), (b) and (e), and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because the projects involved maintenance and repair of existing facilities and structures with negligible or no expansion of existing use; and replacement of existing facilities or components at the same site with facilities of substantially the same purpose and capacity. There has been no change to the work previously found to be exempt since the time of approval.

Upon the Board's approval of the recommended actions, ISD will file a Notice of Exemption with the County Clerk pursuant to section 21152 of the California Public Resources Code and will post the notice to its website in accordance with section 21092.2.

For all other Work Orders to be issued under the Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV or JOCs JOC183 to JOC184, EJOC53 to EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16 to ROOFJOC17, and HVACJOC22, the work is similarly anticipated to meet the requirements for categorical exemption under CEQA since the proposed work will consist of the repair and building system replacement projects at County buildings and facilities with negligible or no expansion of use and where replacement facilities or components will have the same purpose and capacity.

As Work Orders are proposed under the Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV or JOCs JOC183 to JOC184, EJOC53 to EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16 to ROOFJOC17, and HVACJOC22 for work not previously found to be exempt under CEQA, ISD will review each proposed activity and decide whether exemptions apply at the time of the issuance of Work Orders. ISD will return to the Board to recommend CEQA findings and approval of issuance of individual Work Orders for any work which is not exempt, prior to issuance of Work Orders for any such work.

CONTRACTING PROCESS

In accordance with the Board best value policy, on July 18, 2022, ISD issued a Request for Statement of Qualifications (RFSQ) for contractors to submit a Statement of Qualifications (SOQ) demonstrating their experience, licensing, payment and performance capacity, liability insurance, safety record, and commitment to use a skilled and trained workforce to be placed on a list of contractors qualified to submit bids for future Best Value JOCs.

The RFSQ was advertised on the County's "Doing Business with the County" website, the County's "Vendor Self Service Portal" website, the County's Contractor Development and Bonding Assistance Program's electronic newsletter, as well as ISD's Facebook, Instagram, LinkedIn, and Twitter. The Board Offices advertised the RFSQ in various local newspapers, and ISD sent email blasts to its extensive listserv, which includes over 1,600 Local Small Business Enterprises, over 180 Social Enterprises, over 180 Disabled Veteran's Business Enterprises, various business associations, current and former contractors, and firms that have expressed interest in contracting with ISD. 43 vendors registered and attended the pre-submittal conference.

A total of 17 SOQs were received on August 15, 2022. The evaluation committee found that 14 general contractors met the established prequalification criteria. Of the three contractors that were disqualified, one submitted a written appeal and evidence for consideration. ISD reevaluated the SOQ and no errors were found in ISD's determination of the disqualification. ISD provided the appellant a written response and supporting evidence for the disqualification, in accordance with the "Protest of Disqualification" procedures outlined in Paragraph 6.9 of the RFSQ.

The following prequalified contractors are recommended to be invited to submit Best Value JOCs bid proposals: ACCO Engineered Systems, Inc.; Angeles Contractor, Inc.; Athena Engineering Inc.; Best Contracting Services, Inc.; Cervus, Inc.; Letner Roofing Company.; Exbon Development, Inc.; HHJ Construction, Inc.; Leed Electric, Inc.; MIK Construction, Inc.; MTM Construction, Inc.; New Creation Engineering & Builders, Inc.; Thomasville Construction, Inc.; and Vincor Construction, Inc.

As set forth in the policy, the solicitation for the Best Value JOCs shall be advertised per the Instruction Sheet for Publishing Legal Advertisement (Enclosure A) in accordance with PCC, Section 20125, and only the prequalified contractors may submit bid proposals to the County for evaluation.

The Best Value JOC bids will be evaluated in accordance with the advertised selection criteria published in the Request for Bids (RFB). Bidders will be required to submit cost adjustment factors that will be applied to the unit prices as published in The Gordian Group, Inc's November 2022

Construction Task Catalog and Technical.. These documents will be made available to bidders via the County's Vendor Self Service Portal.

The request for Best Value JOCs bids contains the required criteria to ensure the selections are conducted in a fair and impartial manner as required by PCC, Section 20155 et seq. The County has formed a committee to evaluate the bid proposals submitted and score shall be given for meeting the specificities in the published RFB.

Pursuant to PCC, the County is required to publicly announce its award identifying the best value contractor to which the award is made, the particular JOC, the JOC amount, and the selected and non-selected best value contractor's score based on the evaluation criteria listed in the RFB.

Upon notice of intent to award specifying the best value bidder for each the Best Value JOCs, the construction contracts will be awarded, in the form previously reviewed and approved by County Counsel.

It is recommended for the Board to authorize ISD to award and execute construction contracts upon determination of the best value bidder for each JOC.

It is further recommended that the Board authorize ISD to publicly announce the award of Best Value JOCs JOC183BV JOC184BV, EJOC53BV, EJOC54BV, LVJOC4BV, PLUMBJOC10BV, ROOFJOC16BV, ROOFJOC17BV, and HVACJOC22BV, along with a written decision supporting the award of the JOCs.

PCC, Section 20155.5, states that the County shall not award a best value contract if the solicitation for bids results in the submission of fewer than three responsive bids to the County for evaluation. Accordingly, it is recommended that the Board authorize ISD to award JOC183 to JOC184, EJOC53 to EJOC54, LVJOC4, PLUMBJOC10, ROOFJOC16 to ROOFJOC17, and HVACJOC22 on the basis of lowest bid conventional JOC if the solicitation for the Best Value JOCs yields fewer than three responsive bids.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The use of the Best Value JOCs will expedite the completion of repair, remodeling, or other repetitive work at various facilities throughout the County. Minor impacts to tenants may occur while such work is underway. ISD will coordinate with each of the affected departments and the JOC contractors to phase and schedule the work to minimize disruption to facility operations and to maintain public access to the greatest extent possible.

There is no employee impact. JOCs are intended to augment, but not replace the County workforce, and to ensure our ability to respond to emergent requirements.

CONCLUSION

The Honorable Board of Supervisors
January 10, 2023
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Please return one adopted copy of this Board letter to the ISD Operations Service and the Chief Executive Office – Capital Project Program.

Respectfully submitted,

Selwyn Hollins
Director

SH:ME:TD:sy

Enclosures

C: Executive Office, Board of Supervisors
Chief Executive Officer
County Counsel

ENCLOSURE A

**INTERNAL SERVICES DEPARTMENT
ADOPT, ADVERTISE, AND AWARD NINE BEST VALUE JOB ORDER CONTRACTS
FOR REPAIR, REMODELING, OR OTHER REPETITIVE WORK OF
VARIOUS COUNTY FACILITIES**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. However, the first publication must appear at least 10 days prior to the bid opening date. Forward three reprints of this advertisement to the County of Los Angeles, Internal Services Department, Operations Services, Program and Project Management Division, 1100 N. Eastern Avenue, Los Angeles, California 90063.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that Internal Services Department (ISD) will receive electronic bids for furnishings, materials, labor, and equipment required to complete construction for the following Job Order Contracts (JOCs):

- Best Value JOC183BV
- Best Value JOC184BV
- Best Value JOC EJOC53BV
- Best Value JOC EJOC54BV
- Best Value JOC LVJOC4BV
- Best Value JOC PLUMBJOC10BV
- Best Value JOC ROOFJOC16BV
- Best Value JOC ROOFJOC17BV
- JOC183
- JOC184
- EJOC53
- EJOC54
- LVJOC4
- PLUMBJOC10
- ROOFJOC16
- ROOFJOC17

Bids for Best Value JOCs will only be accepted from the following 14 prequalified contractors: ACCO Engineered Systems; Angeles Contractor, Inc.; Athena Engineering Inc.; Best Contracting Services, Inc.; Cervus, Inc.; Letner Roofing Company; Exbon Development, Inc.; HHJ Construction, Inc.; Leed Electric, Inc.; MIK Construction, Inc.;

MTM Construction, Inc.; New Creation Engineering & Builders, Inc.; Thomasville Construction, Inc.; and Vincor Construction, Inc.

Copies of the Solicitation Documents may be downloaded free of charge by visiting the following websites:

- <https://lacovss.lacounty.gov/webapp/vsspsrv11/altselfservice>

Bidders must comply with the provisions of the Bidding Requirements and General Conditions concerning bid guarantee, contract bonds, and insurance requirements. Bidders must possess a valid license, for the applicable JOC, at the time of bid. License requirements for each of the JOCs are summarized below:

Type	Classification	License
General	General Building (JOC185BV, JOC186BV, JOC187BV; JOC185, JOC186, JOC187)	B
	General Engineering (JOC188BV, JOC189BV; JOC188, JOC189)	A
Specialty	Asbestos Abatement (AJOC2BV; AJOC2)	C-22
	Electrical (EJOC55BV, EJOC56BV, EJOC55, EJOC56)	C-10
	Low Voltage Systems (LVJOC5BV, LVJOC5)	C-7
	Plumbing (PLUMBJOC11BV, PLUMBJOC11)	C-36
	Roofing (ROOFJOC18BV, ROOFJOC18)	C-39
	Heating, Ventilating and Air-Conditioning (HVACJOC23BV, HVACJOC24BV, HVACJOC23, HVACJOC24)	C-20

Bids must be submitted electronically via Los Angeles County's Vendor Self Service (VSS) portal by 3 p.m. Pacific Time (PT) on March 29, 2023, and no bids may be submitted after that date and time. It is the sole responsibility of the submitting Bidder to ensure that its bid is received before the submission deadline. Submitting Bidders shall bear all risks associated with delays. **No hand-delivery, mail-in, facsimile (fax), or electronic mail (e-mail) copies will be accepted.** The bids must be submitted on the bid forms included in the Bidder's Instructions.

- To submit a bid, Bidders must be registered with the VSS portal at: <https://lacovss.lacounty.gov/webapp/vsspsrv11/altselfservice>
- For VSS registration, please refer to the Vendor Help Guide at: <https://lacovss.lacounty.gov/LoginExternal/Forms/VendorHelpGuideMenu.pdf>
- For technical assistance, please contact the ISD eCAPS Help Desk at: edl-eproc_func@isd.lacounty.gov

All questions about the meaning or intent of the Solicitation Documents shall be submitted to the County in writing, via email, at jocsolicitation@isd.lacounty.gov. Questions shall be answered via a formal written Addendum issued by ISD. Questions must be received by March 15, 2023. Only questions answered by formal written Notice will be binding. Oral and other interpretations or clarifications will be without legal effect.

PRE-BID CONFERENCE

ISD will hold a **single mandatory pre-bid conference** on-line via MS Teams for all the listed JOCs at 10:00 a.m. on March 8, 2023, to provide information on the JOC, bidding process, and answer any questions that potential Bidders may have. It is **required** that the pre-bid conference be attended by the president/owner of the bidding organization or by a duly appointed and documented in writing designee of each Bidder. In the County's sole discretion, failure to comply with this requirement may be a basis to reject the bid as nonresponsive.

To pre-register and receive the MS Teams link for the pre-bid conference, please contact: jocsolicitation@isd.lacounty.gov.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the State Public Contract Code, relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al telefono (323) 267-2344.



Upon 72 hours' notice, ISD can provide program information and publication in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our office in Los Angeles (1100 N. Eastern Avenue, Los Angeles), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (323) 881-4599 or (323) 267-2445, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de notificación, ISD puede proporcionar información y publicaciones sobre el programa y formas alternas o hacer otras comodidades para gente incapacitada. Además, documentación sobre el programa está disponible en nuestra oficina principal en Los Angeles (1100 N. Eastern Avenue, Los Angeles) lo cual es accesible para individuos con incapacidades. Para solicitar comodidades SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (323) 881-4599 or (323) 267-2432, de Lunes a Jueves de 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated December 6, 2022.

CELIA ZAVALA, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES