



**PUBLIC SAFETY CLUSTER  
AGENDA REVIEW MEETING**

**DATE: Wednesday, December 14, 2022**  
**TIME: 9:30 a.m.**

**THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY TO ENSURE THE SAFETY OF MEMBERS OF THE PUBLIC AND EMPLOYEES AS PERMITTED UNDER STATE LAW. TO PARTICIPATE IN THE MEETING CALL TELECONFERENCE NUMBER: (323) 776-6996 ID: 169948309# [Click here to join the meeting](#)**

**AGENDA**

Members of the Public may address the Public Safety Cluster on any agenda item by submitting a written request prior to the meeting. Two (2) minutes are allowed per person in total for each item.

- 1. CALL TO ORDER**
- 2. GENERAL PUBLIC COMMENT**
- 3. INFORMATIONAL ITEM(S):** [Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices with advance notification]:
  - A. None**
- 4. PRESENTATION/DISCUSSION ITEM(S):**
  - A. Board Letter:**  
CONSTRUCTION CONTRACT - CONSTRUCTION MANAGEMENT CORE SERVICE AREA PUBLIC DEFENDER CLARA SHORTRIDGE FOLTZ 19TH FLOOR REFURBISHMENT – APPROVE CAPITAL PROJECT – APPROVE USE OF JOB ORDER CONTRACTING SPECS. 7357; CAPITAL PROJECT NO. 87326 FISCAL YEAR 2022-23  
Speaker(s): Vincent Yu or designee and Gil Garcia or designee (PW), Jon Trochez or designee (PD) and Matthew Diaz or designee (CEO)

Wednesday, December 14, 2022

- B.** Board Letter:  
FIRE DEPARTMENT - FIRE STATION 125 CALABASAS PRIVACY AND ACCESS  
REFURBISHMENT PROJECT - CITY OF CALABASAS CATEGORICAL  
EXEMPTION - APPROVE PROJECT BUDGET AUTHORIZE USE OF JOB ORDER  
CONTRACT CAPITAL PROJECT NO. 89021 FISCAL YEAR 2022-23  
Speaker(s): Thomas DeSantis (ISD)
  
- C.** Board Letter:  
FIRE DEPARTMENT - FIRE STATION 61 PRIVACY AND ACCESS - WALNUT  
PROJECT - CITY OF WALNUT CATEGORICAL EXEMPTION - APPROVE  
PROJECT BUDGET AUTHORIZE USE OF JOB ORDER CONTRACT CAPITAL  
PROJECT NO. 89069 FISCAL YEAR 2022-23  
Speaker(s): Thomas DeSantis (ISD)

**5. PUBLIC COMMENTS**

**CLOSED SESSION**

**CS-1 CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

(Subdivision (a) of Government Code Section 54956.9)

**Jeffrey Lynn Rethmeier v. Los Angeles County Sheriff's Department, et al.**

Los Angeles Superior Court Case No. 20STCV01171

Department: Sheriff's

**6. ADJOURNMENT**

**The following Public Safety Cluster Meetings have been cancelled:**

- December 21, 2022
- December 28, 2022
- January 4, 2023

**HAVE A SAFE, HEALTH AND HAPPY HOLIDAY SEASON!**



IF YOU WOULD LIKE TO EMAIL A COMMENT ON AN ITEM ON THE PUBLIC SAFETY  
CLUSTER AGENDA, PLEASE USE THE FOLLOWING EMAIL AND INCLUDE THE  
AGENDA NUMBER YOU ARE COMMENTING ON:

**PUBLIC\_SAFETY\_COMMENTS@CEO.LACOUNTY.GOV**

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:

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
PUBLIC DEFENDER CLARA SHORTRIDGE FOLTZ  
19TH FLOOR REFURBISHMENT  
APPROVE CAPITAL PROJECT  
APPROVE USE OF JOB ORDER CONTRACTING  
SPECS. 7357; CAPITAL PROJECT NO. 87326  
(FISCAL YEAR 2022-23)  
(SUPERVISORIAL DISTRICT 1)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval of the proposed Public Defender Clara Shortridge Foltz 19th Floor Refurbishment Project and authorization to deliver the proposed project using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find the proposed Public Defender Clara Shortridge Foltz 19th Floor Refurbishment Project exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the project.
2. Approve the Public Defender Clara Shortridge Foltz 19th Floor Refurbishment Project, Capital Project No. 87734, with a total project budget of \$23,816,000.
3. Authorize the Director of Public Works or his designee to deliver the proposed project using Board-approved Job Order Contracts.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will find the proposed Public Defender Clara Shortridge Foltz 19th Floor Refurbishment Project categorically exempt from the California Environmental Quality Act (CEQA); approve the capital project and budget; and

authorize Public Works to deliver the proposed project using Board-approved Job Order Contracts (JOCs).

## Background

The Clara Shortridge Foltz Criminal Justice Center is a 19-story building built in 1972 and located at 210 West Temple Street, Los Angeles, CA 90012. The building is subject to a Joint Occupancy Agreement between the State of California Judicial Council and the County. The State is the proprietor of the building and occupies approximately 69 percent of the total building space, whereas the County occupies approximately 31 percent of the total building space primarily on Floors 16, 17, 18, and 19. This space is referred to as County Exclusive Space and is owned and maintained by the County.

The Public Defender headquarters encompasses the entire 19th Floor (approximately 45,000 square feet) of the Foltz Criminal Justice Center and includes executive, attorney and administrative offices, legal support workspaces, and a public counter with a small reception area. The 19th Floor serves as the hub work location for the Public Defender's central court operations. Approximately 160 attorneys are assigned to the 19th Floor to represent indigent clients in the various courtrooms located within the building. The 19th Floor space includes the offices of the Department Head and his executive team, serves as the Department's training center for new attorneys, provides fiscal and other personnel services to employees, and serves the public via its public counter.

## Proposed Project Overview

Since occupying the space in 1972, no significant upgrades or improvements have been made to the 19th Floor. The existing floor space layout is inefficient and does not include space for in-person attorney-client consultations. Attorneys currently meet with clients in the hallway corridors or the reception area, which presents challenges to maintaining client confidentiality. The current layout also does not offer confidentiality for attorneys who share offices with two or more colleagues and does not allow opportunity for workforce growth. The entire floor is in need of repairs and refurbishment to meet and optimize the current and future operational needs of the Public Defender.

The proposed refurbishment project will remodel the entire 19th Floor office space area with new staff offices and workstations, a modernized training room, client meeting and attorney huddle rooms, mother nursing rooms, and a staff lounge. The refurbishment work will include demolition and hazardous material abatement, and remodeling of the fire alarm system; interior lighting; heating, ventilation, and air conditioning system; interior finishes; low voltage; information technology; telecommunication systems; and

the 19th Floor public and staff restrooms to meet current Americans with Disabilities Act accessibility requirements.

The refurbished space will comply with the County's new Office Space Guidelines by providing an open, contemporary, and improved functional work environment with natural lighting, collaboration areas, comfortable breakrooms, and modern aesthetic that will promote employee wellness and engagement and support hoteling workspaces to optimize space efficiency. The refurbished office space will project a professional environment and provide a welcoming impression for visitors, business partners, and clients that will help build trust and confidence in the legal services provided by the Public Defender.

#### Proposed Phasing and Planning Efforts

On July 13, 2021, the Board established the Public Defender Clara Shortridge Foltz 19th Floor Refurbishment Project and authorized Public Works to move forward with the design effort for the proposed project. Public Works completed the design utilizing a Board-approved on-call consultant and is seeking approval from the Board to deliver the work using Board-approved JOCs. The demolition, refurbishment, and remodeling work will need to be coordinated and phased to maintain and minimize disruption to Public Defender operations and functions as the work is taking place. Therefore, the work will be carried out in five consecutive sequential phases without any overlap, and each separate individual phase will not exceed the 12-month JOC duration and the maximum monetary amount of the individual JOC for each phase. It is anticipated that the work will begin in April 2023 and be completed in March 2028.

As part of the planning and preparation for the proposed refurbishment project, Public Works separately completed the Public Defender Hall of Records 6th Floor Refurbishment Project in June 2022 that refurbished approximately 8,600 square feet of vacant storage space into office space. This remodeled office space at the Hall of Records will be utilized in the interim as temporary swing space for Public Defender operations and staff during construction of the project and will eventually be permanently utilized for Public Defender's Human Resources and Central Investigations operations. The location is optimal for use as swing space and eventually a permanent space for Human Resources and Central Investigations due to its close proximity to the Foltz Criminal Justice Center.

### Green Building/Sustainable Design Program

The project will support the Board's Green Building/Sustainable Design Program by incorporating energy-efficient mechanical and electrical equipment and fixtures as part of the office space refurbishment.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: 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 that will improve the operational effectiveness of existing County assets.

### **FISCAL IMPACT/FINANCING**

The total project cost is estimated at \$23,816,000, including plans and specifications, plan check, consultant services, construction, change order contingency, move management, furniture, and County services. Sufficient appropriation is available in the Fiscal Year 2022-23 Capital Projects/Refurbishment Budget under Capital Project No. 87326 to fully fund the proposed project. The project is funded with \$20,570,000 in prior year net County cost and \$3,246,000 in revenue from the Criminal Justice Facilities Temporary Construction Fund Budget unit. The Project Schedule and Budget Summary are enclosed.

### Operating Budget Impact

Based on the project description, Public Defender does not anticipate any one-time start-up or new ongoing costs.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In accordance with the Board's Civic Art Policy amended on August 4, 2020, the project budget includes 1 percent of the eligible design and construction costs for the Civic Art Allocation, which is estimated at \$165,000.

In accordance with the Board's consolidated Local and Targeted Worker Hire Policy adopted on September 6, 2016, the proposed project will require that at least 30 percent of the total California craft worker hours for construction of the project be performed by Local Residents and at least 10 percent be performed by Targeted Workers facing employment barriers.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed project is categorically exempt from CEQA. It consists of repairs and remodel of existing office space at the Foltz Criminal Justice Center. The project is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Sections 15301 (a), (d), and (l); 15302 (c); and 15303 of the State CEQA Guidelines and Classes 1 (c), (d), (l), 2 (e), and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The project provides for repair, refurbishment, replacement, and minor alterations of existing facilities involving negligible or no expansion of an existing use and where replacement features will have the same purpose and capacity. Additionally, the proposed project will comply with all applicable regulations, is not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites complied pursuant to Government Code Section 65962.5, or indications that the project may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable based on the records of proposed project.

Upon the Board's approval of the recommended actions, Public Works will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the California Public Resources Code and will post the Notice to the County's website in accordance with Section 21092.2.

## **CONTRACTING PROCESS**

Public Works completed the design using a Board-approved, on-call consultant, and is recommending the use of Board-approved JOCs to deliver the project. The demolition, refurbishment, and remodeling work will be carried out in five consecutive sequential phases without any overlap, and each separate individual phase will not exceed the 12-month JOC duration, and the maximum monetary amount of the individual JOC for each phase. The project scope includes substantial remodeling, refurbishment, and alteration work, and Public Works has made the determination that the use of a JOC is the most appropriate contracting method to deliver the proposed project.

The furniture, fixtures, and equipment procurement will be handled through Purchase Orders in accordance with the County's purchasing policies and procedures established by Internal Services Department.

The Honorable Board of Supervisors  
January 10, 2023  
Page 6

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will have no impact on current County services or projects. The refurbishment work will be coordinated and phased to maintain Public Defender operations and functions in place during construction of the improvements, and the contractor will be required to coordinate construction activities with the County to minimize disruption to Public Defender operations and functions.

**CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,

MARK PESTRELLA, PE  
Director of Public Works

MP:LR:sl

Enclosure

c: Department of Arts and Culture (Civic Art Division)  
Chief Executive Office (Capital Programs Division)  
County Counsel  
Executive Office  
Internal Services Department  
Public Defender



**ENCLOSURE**  
January 10, 2023

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
PUBLIC DEFENDER CLARA SHORTRIDGE FOLTZ  
19TH FLOOR REFURBISHMENT  
APPROVE CAPITAL PROJECT  
APPROVE USE OF JOB ORDER CONTRACTING  
SPECS. 7357; CAPITAL PROJECT NO. 87326  
(FISCAL YEAR 2022-23)  
(SUPERVISORIAL DISTRICT 1)  
(3 VOTES)**

**I. PROJECT SCHEDULE SUMMARY**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Construction Documents	04/30/2022*
Jurisdictional Approvals	12/29/2022*
Construction Award (Job Order Contract)	03/16/2023
Start Construction	04/03/2023
Substantial Completion	03/31/2028
Project Acceptance	05/31/2028

\*Actual Completion Date

**II. PROJECT BUDGET SUMMARY**

<b>Project Activity</b>	<b>Proposed Budget</b>
Construction	\$17,885,000
Furniture, Fixtures, and Equipment	\$ 2,000,000
Civic Art Allowance	\$ 165,000
Plans and Specifications	\$ 1,525,000
Consultant Services	\$ 250,000
Miscellaneous Expenditures	\$ 29,000
Jurisdictional Review/Plan Check/Permits	\$ 123,000
County Services	\$ 1,839,000
<b>TOTAL</b>	<b>\$23,816,000</b>



County of Los Angeles  
**INTERNAL SERVICES DEPARTMENT**

1100 North Eastern Avenue  
Los Angeles, California 90063

**SELWYN HOLLINS**  
Director

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

*"Trusted Partner and Provider of Choice"*

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:

**FIRE DEPARTMENT  
FIRE STATION 125  
CALABASAS PRIVACY AND ACCESS REFURBISHMENT PROJECT  
CITY OF CALABASAS  
CATEGORICAL EXEMPTION  
APPROVE PROJECT BUDGET  
AUTHORIZE USE OF JOB ORDER CONTRACT  
CAPITAL PROJECT NO. 89021  
FISCAL YEAR 2022-23  
(FOURTH DISTRICT)  
(3-VOTES)**

**SUBJECT**

Approval of the recommendations will find the Fire Station 125 Calabasas Privacy & Access Refurbishment Project exempt from the California Environmental Quality Act, approve the project budget and authorize the Director of the Internal Services Department, or designee, to deliver the proposed project using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD ACTING AS THE GOVERNING OF THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Find the proposed Fire Station 125 Calabasas Privacy & Access Refurbishment Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.

2. Approve the Fire Station 125 Calabasas Privacy & Access Refurbishment Project, Capital Project No. 89021 with a total budget of \$187,000.
3. Authorize the Director of the Internal Services Department, or designee, to deliver the Fire Station 125 Calabasas Privacy & Access Refurbishment Project using a Board-approved Job Order Contract.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommendations will find the proposed Fire Station 125 Calabasas Privacy & Access Refurbishment Project (project) exempt from the California Environmental Quality Act (CEQA), approve the project budget, and authorize the Internal Services Department (ISD) to deliver the proposed project using a Board-approved Job Order Contract (JOC).

The proposed project will remodel an existing space to accommodate an accessible, all-gender restroom at Fire Station 125 located in 5215 Las Virgenes Road in the City of Calabasas. With respect to the Board motion on June 4, 2019, and the report back on March 13, 2020, on All-Gender Restroom Standards, this project will serve to proactively facilitate the County's goal of providing easily-accessible all-gender restrooms for clients and staff.

The proposed scope of work includes the following: removal of an existing built-in cabinet, light fixtures, and ceiling finish; installation of light fixtures, exhaust fans and ductwork, grille, paint, plumbing connections, fixtures and accessories, and electrical connections, signage, switches, and associated accessories.

The estimated project duration is approximately eight (8) months which includes the completion of design and construction documents, jurisdictional approvals, construction, and project completion. The estimated time for the construction component is six (6) months.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: Goal III. Realize Tomorrow's Government Today, Strategy III.3 - Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2 Manage and Maximize County Assets by investing in public infrastructure that will improve the operational effectiveness of an existing County asset.

### **FISCAL IMPACT/FINANCING**

The total cost for the proposed project is currently estimated at \$187,000 which includes design, construction, change order allowance, inspection/testing, and ISD county services (Enclosure A).

Sufficient appropriation is available in Fiscal Year 2022-23 for Capital Project No. 89021 to fully fund this project.

### **Operating Budget Impact**

The scope of work consists of remodeling work done to an existing space. Therefore, following the completion of the proposed project, ISD and the Fire Department do 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 June 11, 2019, the proposed project budget is less than \$500,000; therefore, the "Local Worker" and "Local Targeted Worker" labor hours are not required as part of the 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 CEQA. The scope of work consists of remodeling work done to an existing space. 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), (b), and (f), 15302, 15303, and 15311(a) of the State CEQA Guidelines and Classes 1(d) and (i), 2, 3, and 11(d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because it includes repairs and minor alterations to existing public facilities with negligible or no expansion of use, replacement of features with the same purpose and capacity, placement of small equipment and accessory structures, and installation of equipment at existing facilities.

In addition, based on the records of the proposed project, it will comply with all applicable regulations, it is not in a sensitive environment and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historic resource that would make the exemptions inapplicable.

Upon the Board's approval of the proposed project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with section 21152 of the California Public Resources Code and will post the notice to its website pursuant to 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 hiring qualified displaced county employees, are included in all JOCs.

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 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 project entails repair, remodeling, refurbishment, or alteration, and the cost of such project exceeds \$50,000, such project would have to be performed via a competitively-procured construction contract, such as a JOC, not by county employees, due to the "Force Account" limitations set forth in the Public Contract Code.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommendations will have minimal impact on current county services.

**CONCLUSION**

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

Respectfully submitted,

Selwyn Hollins  
Director

SH:ME:TD:sy

Enclosure

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

## PROJECT INFORMATION SHEET SCHEDULE AND BUDGET SUMMARY

<b>PROJECT :</b>	<b>Fire Station 125 Calabasas Privacy &amp; Access</b>
<b>CAPITAL PROJECT NO. :</b>	<b>89021</b>

<b>I. PROJECT SCHEDULE</b>		
<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	Complete	September 2021
Jurisdictional Approval	Complete	January 2022
Award Construction Contract	2 months following Board approval	February 2023
Substantial Completion	6 months following Board approval	June 2023
Project Acceptance	8 months following Board approval	August 2023

<b>II. BUDGET SUMMARY</b>	
<b>Budget Category</b>	<b>Proposed Budget</b>
Construction	
Construction	\$ 104,000.00
Change Orders	\$ 24,000.00
<b>Subtotal</b>	<b>\$ 128,000.00</b>
Civic Art	\$ -
Plans and Specifications	\$ 3,000.00
Jurisdictional Review/Plan Check/Permits	\$ 10,000.00
County Services	\$ 46,000.00
<b>Total Project Budget</b>	<b>\$ 187,000.00</b>



County of Los Angeles  
**INTERNAL SERVICES DEPARTMENT**

1100 North Eastern Avenue  
Los Angeles, California 90063

**SELWYN HOLLINS**  
Director

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

*"Trusted Partner and Provider of Choice"*

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:

**FIRE DEPARTMENT  
FIRE STATION 61 PRIVACY AND ACCESS - WALNUT PROJECT  
CITY OF WALNUT  
CATEGORICAL EXEMPTION  
APPROVE PROJECT BUDGET  
AUTHORIZE USE OF JOB ORDER CONTRACT  
CAPITAL PROJECT NO. 89069  
FISCAL YEAR 2022-23  
(SUPERVISORIAL DISTRICT 1)  
(3-VOTES)**

**SUBJECT**

Approval of the recommendations will find the Fire Station 61 Privacy & Access – Walnut Project exempt from the California Environmental Quality Act, approve the project budget, and authorize the Director of the Internal Services Department, or designee, to deliver the proposed project using a Board-approved Job Order Contract.

**IT IS RECOMMENDED THAT THE BOARD ACTING AS THE GOVERNING OF THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Find the proposed Fire Station 61 Privacy & Access - Walnut Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Approve the Fire Station 61 Privacy & Access – Walnut Project, Capital Project No. 89069 with a total budget of \$134,000.

3. Authorize the Director of the Internal Services Department, or designee, to deliver the Fire Station 61 Privacy & Access – Walnut Project using a Board-approved Job Order Contract.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommendations will find the proposed Fire Station 61 Privacy & Access – Walnut Project (project) exempt from the California Environmental Quality Act (CEQA), approve the project budget, and authorize the Internal Services Department (ISD) to deliver the proposed project using a Board-approved Job Order Contract (JOC).

The proposed project will remodel an existing space to accommodate an accessible, all-gender restroom at Fire Station 61 located in 20011 La Puente Road in the City of Walnut. With respect to the Board motion on June 4, 2019, and the report back on March 13, 2020, on All-Gender Restroom Standards, this project will serve to proactively facilitate the County's goal of providing easily-accessible all-gender restrooms for clients and staff.

The proposed scope of work includes the following: removal of existing lockers, benches, flooring, carpet, and acoustical ceiling tiles; installation of T-bar ceiling tiles, grid lines, light fixtures, gypsum boards, carpeting, walls, signage, outlets, plumbing fixtures and accessories, tiles, flooring, and exhaust fans; and the installation of ADA compliant features and accessories such as door hardware, shower seats, grab bars, doors, lavatories, mirrors, and dispensers.

The estimated project duration is approximately eight (8) months which includes the completion of design and construction documents, jurisdictional approvals, construction, and project completion. The estimated time for the construction component is six (6) months.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: Goal III. Realize Tomorrow's Government Today, Strategy III.3 - Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2 Manage and Maximize County Assets by investing in public infrastructure that will improve the operational effectiveness of an existing County asset.

### **FISCAL IMPACT/FINANCING**

The total cost for the proposed project is currently estimated at \$134,000, which includes design, construction, change order allowance, inspection/testing, and ISD county services (Enclosure A).

Sufficient appropriation is available in Fiscal Year 2022-23 for Capital Project No. 89069 to fully fund this project.

### **Operating Budget Impact**



The scope of work consists of remodeling work done to an existing space. Therefore, following the completion of the proposed project, ISD and the Fire Department do 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 June 11, 2019, the proposed project budget is less than \$500,000; therefore, the "Local Worker" and "Local Targeted Worker" labor hours are not required as part of the 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 CEQA. The scope of work consists of remodeling work done to an existing interior space. 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), (b), and (f), 15302, 15303, and 15311(a) of the State CEQA Guidelines and Classes 1(d) and (i), 2, 3, and 11(d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because it includes repairs and minor alterations to existing public facilities with negligible or no expansion of use, replacement of features with the same purpose and capacity, placement of small equipment and accessory structures, and installation of equipment at existing facilities.

In addition, based on the records of the proposed project, it will comply with all applicable regulations, it is not in a sensitive environment and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code section 65962.5, or indications that it may cause a substantial adverse change in the significance of a historic resource that would make the exemptions inapplicable.

Upon the Board's approval of the proposed project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk 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 hiring qualified displaced county employees, are included in all JOCs.

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 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 project entails repair, remodeling, refurbishment, or alteration, and the cost of such project exceeds \$50,000, such project would have to be performed via a competitively-procured construction contract, such as a JOC, not by county employees, due to the "Force Account" limitations set forth in the Public Contract Code.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommendations will have minimal impact on current county services.

**CONCLUSION**

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

Respectfully submitted,

Selwyn Hollins  
Director

Anthony C. Marrone  
Acting Fire Chief, Forester & Fire Warden

SH:ME:TD:sy

Enclosure

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

## PROJECT INFORMATION SHEET SCHEDULE AND BUDGET SUMMARY

<b>PROJECT :</b>	<b>Fire Station 61 Privacy &amp; Access - Walnut</b>
<b>CAPITAL PROJECT NO. :</b>	<b>89069</b>

<b>I. PROJECT SCHEDULE</b>		
<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	Complete	September 2021
Jurisdictional Approval	Complete	December 2021
Award Construction Contract	2 months following Board approval	February 2023
Substantial Completion	6 months following Board approval	June 2023
Project Acceptance	8 months following Board approval	August 2023

<b>II. BUDGET SUMMARY</b>	
<b>Budget Category</b>	<b>Proposed Budget</b>
Construction	
Construction	\$ 72,000.00
Change Orders	\$ 17,000.00
<b>Subtotal</b>	<b>\$ 89,000.00</b>
Civic Art	\$ -
Plans and Specifications (A/E + CA)	\$ 3,000.00
Jurisdictional Review/Plan Check/Permits	\$ 9,000.00
County Services	\$ 33,000.00
<b>Total Project Budget</b>	<b>\$ 134,000.00</b>