



**PUBLIC SAFETY CLUSTER  
AGENDA REVIEW MEETING**

**DATE: Wednesday, April 26, 2023**  
**TIME: 9:30 a.m.**

**THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS' FEBRUARY 7, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL JUNE 30, 2023.**  
**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:**  
FIRE STATION 20 – TENANT IMPROVEMENTS PROJECT, CAPITAL PROJECT NO. 89280  
Speaker(s): Tom Brown (Fire) and Thomas DeSantis (ISD)
- 5. PUBLIC COMMENTS**
- 6. ADJOURNMENT**

Wednesday, April 26, 2023

**CLOSED SESSION ITEM(S):**

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

(Subdivision (a) of Government Code Section 54956.9)

**Lauren Dodson v. County of Los Angeles, et al.**

United States District Court Case No. 2:20-CV-04011

Department: Sheriff's

**7. UPCOMING ITEMS:**

- A.** Board Letter:  
ORDINANCE AMENDING TITLE 12 OF THE LOS ANGELES COUNTY CODE UNIFIED PROGRAM ANNUAL PERMIT FEES, COST RECOVERY FEES, AND AUTHORIZATION TO APPLY PENALTY FEES, COST FOR NON-COMPLIANCE FOR THE FOLLOWING PROGRAMS: HAZARDOUS WASTE GENERATOR/TIERED PERMITTING, HAZARDOUS MATERIALS HANDLER, ABOVEGROUND PETROLEUM STORAGE TANK, AND CALIFORNIA ACCIDENTAL RELEASE PREVENTION PROGRAM PERMITS  
Speaker(s): Nicholas Duvally and Mario Tresieras (Fire)
- B.** Board Letter:  
APPROVAL OF CONTRACT WITH FENTON TRANSCRIPTION, LLC, DBA: RESOLUTE DOCUMENTATION SERVICES FOR AS-NEEDED TRANSCRIPTION SERVICES  
Speaker(s): Joanne Schaeffer, Carlos Santiago and Jenny Carney (Fire)
- C.** Board Letter:  
APPROVAL OF CONTRACTS FOR FACILITIES APPARATUS DOOR REPAIR AND APPARATUS DOOR REPLACEMENT SERVICES  
Speaker(s): Mike Tsao, Thomas Brown, Carlos Santiago and Jenny Carney (Fire)
- D.** Board Letter:  
APPROVAL OF CONTRACT FOR MAINTENANCE AND REPAIR SERVICES FOR BREATHING AIR RECHARGING SYSTEMS  
Speaker(s): Mike Tsao, Michael Loput, Aleksander Edwards and Andrea Hawkins (Fire)
- E.** Board Letter:  
APPROVAL OF CONTRACT WITH APPLEONE EMPLOYMENT SERVICES TO PROVIDE CLERICAL SERVICES AT DESIGNATED PROBATION LOCATIONS FOR THE COUNTY OF LOS ANGELES PROBATION DEPARTMENT  
Speaker(s): Robert Smythe and Richard Giron (Probation)

Wednesday, April 26, 2023

- F.** Board Letter:  
APPROVAL FOR INCIDENTAL EXPENSES IN EXCESS OF \$10,000 FOR THE  
2023 SUCCESS IS OUR FUTURE ACADEMIC ACHIEVEMENT AWARDS  
CEREMONY  
Speaker(s): Robert Smythe and Felicia Cotton (Probation)
- G.** Board Letter:  
FIVE-YEAR LEASE – SHERIFF’S DEPARTMENT – 901 CORPORATE CENTER  
DRIVE, SUITE 310, MONTEREY PARK  
Speaker(s): Alexandra Nguyen-Rivera (CEO)

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](mailto:PUBLIC_SAFETY_COMMENTS@CEO.LACOUNTY.GOV)**



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"*

May 16, 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 20 - TENANT IMPROVEMENTS PROJECT  
CATEGORICAL EXEMPTION  
ESTABLISH AND APPROVE CAPITAL PROJECT NO. 89280  
APPROVE PROJECT BUDGET AND APPROPRIATION ADJUSTMENT  
AUTHORIZE USE OF JOB ORDER CONTRACT  
(FISCAL YEAR 2022-23)  
(SUPERVISORIAL DISTRICT 4)  
(3-VOTES)**

**SUBJECT**

Approval of the recommendations will find the Fire Station 20 - Tenant Improvements Project exempt from the California Environmental Quality Act, establish and approve Capital Project No. 89280, approve the project budget and appropriation adjustment, 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:**

1. Find the proposed Fire Station 20 - Tenant Improvements Project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the project.
2. Establish and approve the Fire Station 20 - Tenant Improvements Project, Capital Project No. 89280 with a total budget of \$247,000.

3. Approve an appropriation adjustment to transfer \$247,000 from the Fire Department Accumulated Capital Outlay Fund - Services and Supplies budget to the Fire Station 20 - Tenant Improvements Project, Capital Project No. 89280, to fully fund the project.
4. Authorize the Director of the Internal Services Department, or designee, to deliver the Fire Station 20 - Tenant Improvements Project using a Board-approved Job Order Contract.

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

Approval of the recommendations will find the proposed Fire Station 20 - Tenant Improvements Project (project) exempt from the California Environmental Quality Act (CEQA), establish and approve Capital Project No. 89280, approve the project budget and appropriation adjustment, and authorize the Internal Services Department (ISD) to deliver the proposed project using a Board-approved Job Order Contract (JOC).

The proposed project will renovate and remodel interior spaces within Fire Station 20 located at 12110 Adoree Street in the City of Norwalk. The proposed project will repair existing shower facilities and renovate an existing apparatus floor and dorm rooms.

The proposed scope of work includes the following: removal of tiles, walls, cement boards, existing shower fixtures, and damaged wood frames and doors; replacement and installation of tiles, shower trim, shower fixtures, drains, flooring, door frames, doors, window trim, window seal, valves, light switches, lights, countertop, associated hardware, patch walls, paint, and plumbing.

The estimated project duration is approximately 10 months which includes the completion of design and construction documents, jurisdictional approvals, construction, and project completion. The estimated time for the construction component is eight (8) 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 \$247,000, which includes design, construction, change order allowance, inspection/testing, and ISD county services (Enclosure A).

Approval of the enclosed appropriation adjustment (Enclosure B) will transfer \$247,000 from the Fire Department Accumulated Capital Outlay Fund - Services and Supplies budget to the Fire Station 20 - Tenant Improvements Project, Capital Project No. 89280, to fully fund the project.

### **Operating Budget Impact**

The scope of work consists of renovation work 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), (d), and (f), 15302, and 15303 of the State CEQA Guidelines and Classes 1(c), (d) and (i), 2, and 3 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G because it includes repairs and minor alterations to existing public facilities with negligible or no expansion of use, replacement of features with the same purpose and capacity and installation of small new equipment in small structures.

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

SH:MO:ME:TD:sy

Enclosures

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 20 - TENANT IMPROVEMENTS</b>
<b>CAPITAL PROJECT NO. :</b>	<b>89280</b>

<b>I. PROJECT SCHEDULE</b>		
<b>Project Activity</b>	<b>Duration</b>	<b>Scheduled Completion Date</b>
Complete Construction Documents	N/A	N/A
Jurisdictional Approval	1 months following Board approval	June 2023
Award Construction Contract	2 months following Board approval	July 2023
Substantial Completion	8 months following Board approval	Jan 2024
Project Acceptance	10 months following Board approval	March 2024

<b>II. BUDGET SUMMARY</b>	
<b>Budget Category</b>	<b>Proposed Budget</b>
Construction	
Construction	\$ 120,000.00
Change Orders	\$ 31,000.00
<b>Subtotal</b>	\$ 151,000.00
Civic Art	\$ -
Plans and Specifications	\$ 26,000.00
Jurisdictional Review/Plan Check/Permits	\$ 10,000.00
County Services	\$ 60,000.00
<b>Total Project Budget</b>	<b>\$ 247,000.00</b>



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BOARD OF SUPERVISORS  
OFFICIAL COPY

May 16, 2023

COUNTY OF LOS ANGELES

**REQUEST FOR APPROPRIATION ADJUSTMENT**

FIRE DEPARTMENT

**AUDITOR-CONTROLLER:**

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HER RECOMMENDATION OR ACTION.

**ADJUSTMENT REQUESTED AND REASONS THEREFORE**

**2022-23**

**3 - VOTES**

**SOURCES**

**USES**

FIRE DEPARTMENT A.C.O. FUND  
J13-FR-2000-50099  
SERVICES & SUPPLIES  
**DECREASE APPROPRIATION**

**247,000**

FIRE DEPARTMENT  
**FIRE STATION 20 - TENANT IMPROVEMENTS**  
J13-CP-6014-65033-89280  
CAPITAL ASSETS - B & I  
**INCREASE APPROPRIATION**

**247,000**

**SOURCES TOTAL** \$ 247,000

**USES TOTAL** \$ 247,000

**JUSTIFICATION**

Reflects the transfer of \$247,000 from Fire Department Accumulated Capital Outlay Fund - Services and Supplies budget to the Fire Station 20 - Tenant Improvements, Capital Project No. 89280, to fully fund the project.

**AUTHORIZED SIGNATURE**

JESSICA LINDSEY, BUDGET OFFICER, FMD

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

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

ACTION

RECOMMENDATION

AUDITOR-CONTROLLER

BY \_\_\_\_\_

B.A. NO. \_\_\_\_\_

DATE \_\_\_\_\_

APPROVED AS REQUESTED

APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY \_\_\_\_\_

DATE \_\_\_\_\_