



**Chief  
Executive  
Office.**

**COUNTY OF LOS ANGELES**  
**CHIEF EXECUTIVE OFFICER**  
Fesia A. Davenport

## **COMMUNITY SERVICES CLUSTER AGENDA REVIEW MEETING**

**DATE: Wednesday, September 27, 2023**  
**TIME: 9:00 a.m.**

**THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS' AUGUST 8, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL MARCH 31, 2024.**  
**TO PARTICIPATE IN THE MEETING CALL TELECONFERENCE NUMBER: (323) 776-6996**  
**ID: 885 291 326#**

[Click here to join the meeting](#)

### **AGENDA**

Members of the Public may address the Community Services 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. 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.** Board Letter (Los Angeles County Development Authority) for October 17, 2023 Board agenda:  
AMENDMENT TO THE OPERATING BUDGET SYSTEM  
IMPLEMENTATION SERVICES CONTRACT
  - B.** Board Letter (Los Angeles County Development Authority) for October 17, 2023 Board agenda:  
APPROVE RETROACTIVE PAYMENTS FOR FIRE ALARM MONITORING AND TESTING, FIRE SPRINKLER, EXTINGUISHER TESTING AND AS-NEEDED REPAIR SERVICES FOR THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY
  - C.** Board Letter (Los Angeles County Development Authority) for October 17, 2023 Board agenda:  
ADOPT RESOLUTIONS TO ISSUE MULTIFAMILY HOUSING MORTGAGE REVENUE NOTES TO FINANCE THE DEVELOPMENT OF THE METRO AT FLORENCE APARTMENTS PROJECT

- D.** Board Letter (Parks and Recreation) for October 17, 2023 Board agenda:  
APPROVAL OF PARK MAINTENANCE AND MOWING SERVICES  
CONTRACTS FOR VARIOUS FACILITIES
- E.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
WATER RESOURCES CORE SERVICE AREA  
GRANT OF EASEMENT FROM THE LOS ANGELES COUNTY  
FLOOD CONTROL DISTRICT TO THE CITY OF BURBANK  
BURBANK WESTERN SYSTEM BURBANK CHANNEL  
PARCELS 82GE AND 83GE IN THE CITY OF BURBANK
- F.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
SERVICES CONTRACT  
WATER RESOURCES CORE SERVICE AREA  
AWARD OF SERVICES CONTRACT FOR ON-CALL ENVIRONMENTAL  
LABORATORY SERVICES - DRINKING WATER
- G.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
SERVICES CONTRACT  
TRANSPORTATION CORE SERVICE AREA  
ANNEXATION AND LEVYING OF ASSESSMENTS FOR  
COUNTY LIGHTING DISTRICTS  
NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES  
PETITION NO. 5-323 RAMONA
- H.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
SERVICES CONTRACT  
TRANSPORTATION CORE SERVICE AREA  
TRAFFIC REGULATIONS IN THE UNINCORPORATED COMMUNITIES  
OF AVOCADO HEIGHTS, CITY TERRACE, COVINA, EAST LOS ANGELES,  
AND ROWLAND HEIGHTS
- I.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
SERVICES CONTRACT  
TRANSPORTATION CORE SERVICE AREA  
TRAFFIC REGULATIONS IN THE UNINCORPORATED COMMUNITIES OF  
EAST LA MIRADA, LA RAMBLA, AND WEST WHITTIER/LOS NIETOS
- J.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
TRANSPORTATION CORE SERVICE AREA  
TRAFFIC REGULATIONS IN THE UNINCORPORATED COMMUNITIES  
OF ALTADENA, BOUQUET CANYON, LAKE HUGHES, AND  
SAN FRANCISQUITO CANYON/BOUQUET CANYON

- K.** Board Letter (Public Works) for October 17, 2023 Board agenda:  
CONSTRUCTION CONTRACT  
TRANSPORTATION CORE SERVICE AREA  
DELEGATE AUTHORITY TO ADOPT, ADVERTISE, AND AWARD  
JOB ORDER CONTRACT NOS. 6750 THROUGH 6768  
PARKWAY CONCRETE MAINTENANCE AND GUARDRAIL  
REPLACEMENT IN VARIOUS CITIES, UNINCORPORATED  
COMMUNITIES, AND FACILITIES COUNTYWIDE
- L.** Board Letter (Public Works – Capital Programs) for October 17, 2023  
Board agenda (also on the 9/27/2023 Health and Mental Health Services  
Cluster):  
CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
MARTIN LUTHER KING, JR. MEDICAL CAMPUS  
CLINICAL LABORATORY AND RED-BAG STORAGE PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE CONSTRUCTION CHANGE ORDERS  
CAPITAL PROJECT NO. 69857
- M.** Board Letter (Regional Planning and Treasurer and Tax Collector) for  
October 17, 2023 Board agenda:  
ANNEXATION OF PROPERTY AS IMPROVEMENT AREA NO. 3 OF  
COUNTY OF LOS ANGELES COMMUNITY FACILITIES  
DISTRICT NO. 2021-01 (VALENCIA-FACILITIES)
- N.** Board Letter (Regional Planning) for October 24, 2023 Board agenda:  
PATHWAYS TO REMOVING OBSTACLES TO HOUSING (PRO HOUSING)  
GRANT APPLICATION

**3. PRESENTATION/DISCUSSION ITEM(S):**

- A.** Board Briefing (Los Angeles County Development Authority):  
HOME OWNERSHIP PROGRAMS  
Speaker: Emilio Salas
- B.** Board Briefing (Chief Sustainability Office):  
OURCOUNTY ANNUAL REPORT  
Speaker: Rita Kampalath and Rebecca Ferdman

**4. PUBLIC COMMENTS (2 minutes each speaker)**

**5. ADJOURNMENT**

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Los Angeles County Development Authority (LACDA)	
<b>SUBJECT</b>	Amendment to Operating Budget System Implementation Services with Neubrain, LLC. (Neubrain)	
<b>PROGRAM</b>	Information Technology	
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	N/A	
<b>COST &amp; FUNDING</b>	Total cost: \$1,117,145.02	Funding source: LACDA's Fiscal Year 2023-25 Operating Budgets
	TERMS (if applicable): The Contract term is five years and LACDA is in Year 4 of the Contract.	
	Explanation: The Amendment increases the Contract amount by \$528,991.84 plus \$52,899.18 (10%) in pool dollars to a total of \$1,117,145.02 for the remainder of the contract.	
<b>PURPOSE OF REQUEST</b>	To authorize a Contract Amendment with Neubrain to increase the maximum Contract amount to enable the LACDA to purchase professional services to implement software enhancements.	
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The Contract with Neubrain provides software support services for the BOARD software system. The LACDA recently upgraded the Board system and it utilized most of the remaining contract balance as the upgrade took longer and was more complex than planned. The increase is for professional services to implement system enhancements for the Performance Measurement Model and Portal, Budget Book, Capital/Grants Budgeting Model, Annual Comprehensive Financial Report Model, and support services. The LACDA's FY 2023-2024 approved budget increased by \$581,891.02, which includes \$52,899.18 (10%) in pool dollars for unforeseen costs.	
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Cesar Delgado, Acting IT Manager, (626) 586-1707 <a href="mailto:Cesar.Delgado@lacda.org">Cesar.Delgado@lacda.org</a>	

October 17, 2023

Honorable Board of Commissioners  
Los Angeles County Development Authority  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Commissioners:

**AMENDMENT TO THE OPERATING BUDGET SYSTEM IMPLEMENTATION  
SERVICES CONTRACT  
(ALL DISTRICTS) (3 VOTE)**

**CIO RECOMMENDATION: ( X ) APPROVE**

**SUBJECT**

This letter requests approval of Amendment Four to the Los Angeles County Development Authority's (LACDA) Contract with Neubrain, LLC. (Neubrain) to provide professional services for enhancements to LACDA's Operating Budget System.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve and authorize the Executive Director or his designee to execute an amendment to the existing Contract with Neubrain to increase the maximum Contract amount by \$528,991.84 plus \$52,899.18 (10%) in pool dollars for unforeseen costs, increasing the total compensation under the Contract up to \$1,117,145.02.
2. Authorize the Executive Director or his designee, upon his determination and as necessary and appropriate under terms of the Contract, to execute any necessary amendments to the Contract to add or delete services and utilize pool dollars, and if necessary, terminate for convenience.

3. Authorize the Executive Director to incorporate up to \$581,891.02 of program funds into the LACDA's approved Fiscal Year 2023-2024 budget for the cost increases.
4. Find that approval of an amendment to the existing Contract for Operating Budget System Implementation Services is not subject to the California Environmental Quality Act (CEQA) because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

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

The purpose of this action is to authorize a Contract Amendment with Neubrain to increase the maximum Contract amount to enable the LACDA to purchase additional modules and professional services.

On March 10, 2020, the Board approved a Contract with Neubrain for Operating Budget System Implementation Services for a term of five years, from March 16, 2020, through March 15, 2025, for a maximum contract sum of \$535,254. Under this Contract, Neubrain provides BOARD software system services.

The Contract with Neubrain includes provisions that entitle the LACDA for addition/deletion of services. The LACDA recently upgraded the BOARD system and it utilized most of the remaining contract balance migrating BOARD software to the current version. The requested increase is needed to maintain maintenance support and on-going professional consultant services to address system enhancements for the Performance Measurement Model and Portal, Budget Book, Capital/Grants Budgeting Model, and Annual Comprehensive Financial Report Model. Currently, these required activities are conducted by LACDA staff outside of the BOARD environment. Adding the modules will increase efficiencies and reduce staff time. This proposed Amendment Four would increase the maximum Contract amount by \$528,991.84 plus \$52,899.18 (10%) in pool dollars for a total of \$581,891.02.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General Fund. The remaining two-year Contract term will include an additional \$528,991.84, and the LACDA is setting aside \$52,899.18 (10%) in pool dollars for unforeseen costs. Up to \$581,891.02 will be incorporated into the LACDA's approved Fiscal Year 2023-2024 budget for the increases to the Contract. Funds for year five will be included through the LACDA's annual budget approval process. The maximum contract amount increase for the remainder of the Contract will be \$581,891.02, including the pool dollars, increasing the total compensation under the Contract up to \$1,117,145.02.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Contract Amendment with Neubrain has been reviewed by County Counsel and is attached in substantially final form (Attachment I). In compliance with Board Policy 6.200 "Chief Information Office Board Letter Approval," the Chief Information Officer (CIO) has reviewed the information technology components of this request and recommends approval of the actions above. The CIO Analysis is also included (Attachment II).

**ENVIRONMENTAL DOCUMENTATION**

The proposed activities are exempt from the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment. These activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

**IMPACT ON CURRENT SERVICES AND PROJECTS**

The professional services to the Operating Budget System will improve the efficiency of the LACDA finance and budget business processes and maximize the return on the LACDA budget investment. The software will continue to be instrumental to meet the LACDA's core business requirements for LACDA's overall budget output, manage all aspects of budget and forecast, and provide real-time analytical reporting capabilities.

Respectfully submitted,

Reviewed by:

EMILIO SALAS  
Executive Director  
Los Angeles County Development Authority

PETER LOO  
Acting Chief Information Officer  
County of Los Angeles

ES:KT:mr

Enclosures



Chief  
Information  
Office

Peter Loo  
ACTING CHIEF INFORMATION OFFICER

DRAFT

Attachment I

CIO

ANALYSIS

BOARD AGENDA DATE:

Board date

SUBJECT: SUBJECT:

**APPROVAL OF CONTRACT AMENDMENT WITH NEUBRAIN LCC FOR  
OPERATING BUDGET SYSTEM IMPLEMENTATION SERVICES**

CONTRACT TYPE:

☐ New Contract    ☐ Sole Source    ☒ Amendment to Contract

**SUMMARY:**

The Los Angeles County Development Authority (LACDA) is requesting Board authorization to execute Amendment Four to their Contract with Neubrain LCC (Neubrain) to acquire additional professional services to implement new functionality for their Board Business Intelligence and Performance Management Software, referred to as the Operating Budget System, which is hosted at LACDA's data center in Alhambra. Neubrain is a certified implementation partner for Board software.

The proposed Amendment will increase the Contract sum by \$581,891, including \$52,899 in pool dollars for additional as-needed work, and will increase the maximum Contract sum from \$535,254 to \$1,117,145. LACDA is also requesting authorization to amend the Contract to add or delete services and to utilize additional Contract pool dollars, and to include funding in their Fiscal Year 2023-2024 budget for the Amendment costs. It is also asking the Board to find that the Contract is not subject to the California Environmental Quality Act.

On March 10, 2020, the Board approved delegated authority for LACDA to execute the base Contract with Neubrain for a term of five years, from March 16, 2020 through March 15, 2025, for a maximum Contract sum of \$535,254. This Contract enabled LACDA to upgrade their Operating Budget System to the latest version of the Board software and provided new functionality to meet its budget and financial needs. The upgrade project was completed in November 2020

Under this proposed Amendment, LACDA plans to implement the following enhancements to their Operating Budget System: 1) Board Performance Measure Model and Portal to capture, aggregate, and display metrics and key performance indicators and integrate them into the budget process; 2) Board Budget Book content capture and publishing that streamlines the collection and display of numeric and text data published in the LACDA's annual budget book; 3) Capital/Grants Budgeting Model that automates the creation, budgeting, analysis, and reporting of the capital project budgeting tasks; and 4) Annual Comprehensive Financial Report Model (ACFR) that streamlines the collection and display of numeric and text data published in the ACFR.

Contract Amendment: \$581,881 including \$52,899 in pool dollars

**FINANCIAL ANALYSIS:**

**Contract costs:**

**Base Contract – Amendment Three**..... \$ 535,254<sup>1</sup>

**Amendment 4**

Implementation Services ..... \$ 481,353<sup>2</sup>

Ad-Hoc Support Services..... \$ 47,639<sup>3</sup>

Contract Pool Dollars<sup>2</sup> ..... \$ 52,899<sup>4</sup>

**Total Amendment 4 Costs:** ..... \$ 581,891

**Total Maximum Contract Sum:** ..... \$1,117,145

**Notes:**

<sup>1</sup>Base contract maximum Contract sum authorized by the Board on March 10, 2020

<sup>2</sup>System implementation services including requirements analysis, software configuration, testing, training, and deployment.

<sup>3</sup>As needed application maintenance, minor application enhancements, training and documentation, etc.

<sup>4</sup>Contract pool dollars for optional work (e.g., adjustments to scope of work, future system enhancements, and future upgrades) approved by LACDA in accordance with the terms of the Contract

**RISKS:**

1. **Project Management and Governance** – To ensure a successful project success, the OCIO recommends a strong project governance and dedicated project manager to ensure adherence to schedule and budget, to manage scope changes, to manage contractor performance, and to represent the needs and acceptance of LACDA business users. The OCIO has reviewed the proposed project governance has determined it is appropriate. The Project Executive Sponsor is LACDA's Finance and Budget Director, the Business Lead is LACDA's Finance & Budget Supervisor responsible for verifying that project deliverables meet desired capabilities, the Acting Information Technology (IT) Manager from LACDA's IT Division will serve as Project Manager responsible for planning and managing activities during the project implementation.
2. **Lack of Contractor Performance** – A critical factor in the success of the project is management of Contractor performance. The Contract includes a Quality Assurance Plan that includes Performance Requirements with fees to be assessed in the event the performance standards are not addressed, and those fees should be sufficient to compel performance.
3. **Information Security Review** – The Contract was reviewed by LACDA's Information Security Officer and a County Deputy Information Security Officer. They assessed that these services are low risk and no security concerns were raised. The Contractor team will perform most of their work remotely within a secure VDI session with limited access rights, and once project is completed all contract user accounts will be deleted. In addition, LACDA represents that system will contain no personally identifiable information and system processing will be done locally at their data center.
4. **Contract Risks** – No Contract risks have been identified. County Counsel participated in its negotiation and approved the Contract as to form.

Board Letter Subject/Title

PREPARED BY:

\_\_\_\_\_  
(NAME) DEPUTY CHIEF INFORMATION OFFICER

\_\_\_\_\_  
DATE

APPROVED:

\_\_\_\_\_  
PETER LOO, ACTING CHIEF INFORMATION OFFICER

\_\_\_\_\_  
DATE

**CONTRACT AMENDMENT NO. 4  
TO  
OPERATING BUDGET SYSTEM IMPLEMENTATION SERVICES CONTRACT**

**THIS AMENDMENT NO. 4 TO CONTRACT FOR OPERATING BUDGET SYSTEM IMPLEMENTATION SERVICES** is made and entered into this 17th day of October, 2023, by and between the Los Angeles County Development Authority, hereinafter referred to as "LACDA" and Neubrain, LLC, hereinafter referred to as "Contractor". The LACDA and Contractor are collectively referred to as the "Parties."

**WITNESSETH THAT:**

**WHEREAS**, on March 10, 2020, the Board of Commissioners authorized the LACDA to execute a contract, and any necessary amendments, with the County to provide an Operating Budget System Implementation Services ("Services") for a term of five (5) years at a not to exceed sum of \$535,254.00, which includes any pool dollars and all applicable taxes;

**WHEREAS**, the LACDA and the Contractor entered into a Contract on March 16, 2020, to provide such Services to the LACDA ("Contract") for five (5) years and the maximum amount of this Contract shall be \$535,254.00;

**WHEREAS**, on December 3, 2020, the Parties executed Amendment No. 1 to revise Exhibit B, Fee Schedule with no increase to the Contract sum;

**WHEREAS**, on August 25, 2021, the Parties executed Amendment No. 2 to revise Exhibit A, Statement of Work to add enhancement planning deliverables, and to use \$22,888.32 of available \$148,660 in Pool Dollars, and amend said Contract to revise Exhibit B, Fee Schedule;

**WHEREAS**, on April 27, 2022, the Parties executed Amendment No. 3 to add a BOARD 12 Budgeting System Upgrade and Enhancement deliverables, utilizing authorized Pool Dollars by a total of \$125,771.68 of available \$148,660, and to amend the exhibits to incorporate such additional services;

**WHEREAS**, on October 17, 2023, the Board authorized the Executive Director, or his designee, to increase the Contract sum an additional \$581,891.02 for provide professional services for configuration application services;

**WHEREAS**, the Parties now wish to amend said Contract to provide professional services for configuration application services and to revise Exhibit A, Statement of Work to add Performance Measurement Model and Portal, Budget Book, Capital/Grants Budgeting Model, ACFR Model, Budget System Ad-hoc Support, and to increase the compensation using Board approved funds by a total of \$528,991.84, additional pool dollars by a total of \$52,889.18 for additional software licenses, support and the ability to allow for unforeseeable increases as needed; and

**WHEREAS**, it is the intent of the Parties hereto to amend the Contract to update certain terms and conditions to the Contract, and to provide for other changes set forth herein.

**NOW, THEREFORE**, in consideration of the mutual undertakings, herein, the Parties hereto agree that said Contract be amended as follows:

1. This Amendment shall be effective upon execution.
2. The Contract is hereby incorporated by reference, and all terms and conditions, including capitalized terms defined therein, shall be given full force and effect as if fully set forth herein.
3. Section 5.1, Contract Sum, is amended to read as follows:

5.1 Contract Sum

The Maximum Amount of this Contract shall be One Million One-hundred Seventeen Thousand One Hundred Forty-five and 2/100 Dollars (\$1,117,145.02) for the term of this Contract, including Pool Dollars and all applicable taxes as set forth Paragraph 4.1 – Term, above. Any costs incurred to complete this project in excess of the maximum not-to-exceed cost will be borne by the Contractor.

4. Exhibit A, Statement of Work, is hereby supplemented to reflect the additional work using Pool Dollars and attached hereto as Exhibit A-3, Statement of Work.
5. Exhibit B, Fee Schedule, is hereby supplemented and attached hereto as Exhibit B-3, Fee Schedule.
5. All other terms and conditions in the Contract shall remain the same and in full force and effect.

[Signature on the following page]

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## SIGNATURES

**IN WITNESS, WHEREOF**, the LACDA and the Contractor, through their duly authorized officers, have executed this Amendment No. 4 as of the date first above written.

CONTRACTOR: NEUBRAIN, LLC

By \_\_\_\_\_  
Yana McConaty  
Principal

LOS ANGELES COUNTY DEVELOPMENT  
AUTHORITY

By \_\_\_\_\_  
Emilio Salas  
Executive Director

APPROVED AS TO FORM:  
DAWYN R. HARRISON  
County Counsel

APPROVED AS TO PROGRAM:  
ADMINISTRATIVE SERVICES DIVISION

By \_\_\_\_\_  
Behnaz Tashakorian  
Principal Deputy County Counsel

By \_\_\_\_\_  
Kathy Thomas  
Chief of Operations

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Los Angeles County Development Authority (LACDA)	
<b>SUBJECT</b>	APPROVE RETROACTIVE PAYMENTS FOR FIRE ALARM MONITORING AND TESTING, FIRE SPRINKLER, EXTINGUISHER TESTING AND AS-NEEDED REPAIR SERVICES FOR THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY	
<b>PROGRAM</b>	Administrative Services	
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	N/A	
<b>COST &amp; FUNDING</b>	Total cost: \$24,332.89	Funding source: LACDA General Fund
	TERMS (if applicable):	
	Explanation: Two invoices totaling \$24,332.89 remain outstanding from the period of January 1, 2023 to April 30, 2023 when the LACDA did not have a contract in place.	
<b>PURPOSE OF REQUEST</b>	From 2016 to 2021, the LACDA had a contract with Majestic to provide fire alarm monitoring services in addition to alarm, fire sprinkler and extinguisher testing, and as needed repair services at public and affordable housing developments throughout the County. After the expiration of the contract in 2022, the LACDA did not solicit new services in a timely manner, but Majestic continued to perform services. A new contract was subsequently solicited and awarded under a competitive solicitation with only one bid received. A new contract was awarded to Majestic with a term start date of May 1, 2023. During the period from January 2022 to April 2023 when the LACDA did not have a contract in place, invoices totaled \$122,469.61 for regular and maintenance services performed by Majestic. Of this amount, \$98,136.72 was during calendar year 2022 and has been paid to Majestic under the Executive Director's delegated authority of up to \$100,000. The remaining \$24,332.89 is for two outstanding invoices from the period of January 1, 2023 to April 30, 2023. The LACDA is seeking Board approval to pay this outstanding amount for services rendered.	
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The LACDA recognizes this presents a retroactive contract issue and is currently working to address the issue with appropriate corrective action plans in place to prevent this from happening in the future. The services were deemed necessary as per safety and fire code for the safety of public housing residents and LACDA employees.	
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Kathy Thomas, Chief of Operations, (626) 586-1844, <a href="mailto:Kathy.Thomas@lacda.org">Kathy.Thomas@lacda.org</a>	

October 17, 2023

Honorable Board of Commissioners  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Commissioners:

**APPROVE RETROACTIVE PAYMENTS FOR FIRE ALARM MONITORING AND  
TESTING, FIRE SPRINKLER, EXTINGUISHER TESTING AND AS-NEEDED REPAIR  
SERVICES FOR THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

The Los Angeles County Development Authority (LACDA) is seeking authorization to make retroactive payments to Majestic Fire Inc. (formerly known as Omega Fire Protection and Kord Fire Protection) to provide fire alarm monitoring, fire sprinkler, extinguisher testing and as needed repair services for 68 public and affordable housing developments and one administrative building located throughout the County of Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed action is exempt from the California Environmental Quality Act (CEQA), as described herein, for the reasons stated in this Board letter and the record of the project.
2. Approve retroactive payments to Majestic Fire Inc. for two (2) invoices from the period of January 1, 2023, through April 30, 2023, totaling \$24,332.89 for fire alarm monitoring, fire sprinkler, extinguisher testing and as needed repair services.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended action will authorize the LACDA to make retroactive payments to Majestic Fire Inc. (Majestic) for services rendered at the LACDA's public

housing sites.

From 2016 to 2021, the LACDA had a contract with Majestic to provide fire alarm monitoring services in addition to alarm, fire sprinkler and extinguisher testing, and as needed repair services at public and affordable housing developments throughout the County. After the expiration of the contract in 2022, the LACDA did not solicit new services in a timely manner, but Majestic continued to perform services. A new contract was subsequently solicited and awarded under a competitive solicitation with only one bid received. A new contract was awarded to Majestic with a term start date of May 1, 2023.

During the period from January 2022 to April 2023 when the LACDA did not have a contract in place, invoices totaled \$122,469.61 for regular and maintenance services performed by Majestic. Of this amount, \$98,136.72 was during calendar year 2022 and has been paid to Majestic under the Executive Director's delegated authority of up to \$100,000. The remaining \$24,332.89 is for two outstanding invoices from the period of January 1, 2023 to April 30, 2023. The LACDA is seeking Board approval to pay this outstanding amount for services rendered.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General fund or Federal funds. There are two unpaid invoices totaling \$24,332.89. The services will be paid by LACDA General Fund which are included in the LACDA's approved Fiscal Year 2023-2024 budget.

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

In 2016, the LACDA conducted a competitive solicitation for provide daily standardized fire alarm monitoring services in addition to alarm, fire sprinkler and extinguisher testing, and as needed repair services for 68 public and affordable housing developments and one administrative building located throughout the County of Los Angeles. The contract was awarded to Omega Fire Protection and approved by the Board of Commissioners on November 9, 2016 with a start date of December 1, 2016 and a term of five years. During this term, Omega Fire Protection was acquired by Majestic.

The LACDA is seeking urgent payment for these critical services rendered without a contract in place. The LACDA recognizes this presents a retroactive contract issue and is currently working to address the issue with appropriate corrective action plans in place to prevent this from happening in the future. The services were deemed necessary as per safety and fire code for the safety of public housing residents and LACDA employees.

### **ENVIRONMENTAL DOCUMENTATION**

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3), because it involves maintenance activities that will not have a physical impact on or result in any physical changes to the environment. These actions are exempt from the provisions of

CEQA pursuant to State CEQA Guideline 15301 because it involves activities that do not have the potential for causing a significant effect on the environment.

**IMPACT ON CURRENT PROGRAMS**

Approval of this request will allow payment for critical fire alarm monitoring and testing, fire sprinkler, extinguisher testing, and other related services provided to our housing sites.

Respectfully submitted,

EMILIO SALAS  
Executive Director

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023							
<b>BOARD MEETING DATE</b>	10/17/2023							
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input checked="" type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>							
<b>DEPARTMENT(S)</b>	Los Angeles County Development Authority (LACDA)							
<b>SUBJECT</b>	ADOPT RESOLUTIONS TO ISSUE MULTIFAMILY HOUSING REVENUE BONDS TO FINANCE THE DEVELOPMENT OF THE 2111 FIRESTONE PROJECT							
<b>PROGRAM</b>	Housing Investment & Finance							
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:							
<b>DEADLINES/ TIME CONSTRAINTS</b>	N/A							
<b>COST &amp; FUNDING</b>	<table border="1"> <tr> <td>Total cost: No County cost</td><td>Funding source:</td></tr> <tr> <td colspan="2">TERMS (if applicable):</td></tr> <tr> <td colspan="2">Explanation: There is no impact on the County General Fund. The Bonds will be repaid solely through rent revenues collected by Metflo, LP (Borrower). The Borrower will pay all fees and related costs.</td></tr> </table>		Total cost: No County cost	Funding source:	TERMS (if applicable):		Explanation: There is no impact on the County General Fund. The Bonds will be repaid solely through rent revenues collected by Metflo, LP (Borrower). The Borrower will pay all fees and related costs.	
Total cost: No County cost	Funding source:							
TERMS (if applicable):								
Explanation: There is no impact on the County General Fund. The Bonds will be repaid solely through rent revenues collected by Metflo, LP (Borrower). The Borrower will pay all fees and related costs.								
<b>PURPOSE OF REQUEST</b>	<p>The purpose is to authorize the issuance, sale, and delivery of Bonds in an aggregate principal amount not to exceed \$51,323,300 to finance the acquisition, construction, rehabilitation, or development of Metro @ Florence Apartments, a 160-unit supportive housing development for homeless and low-income families, located in unincorporated South Los Angeles (Project). The developer is Meta Development, LLC and the Borrower is a limited partnership which includes the developer as a partner. The Project will be located at 7220 Maie Avenue, in unincorporated South Los Angeles. The Project will replace an existing car wash and associated retail businesses. The Project will be a seven-story, 98-foot high residential building that will consist of 160 units for individuals and families earning between 30% and 60% of the Area Median Income (AMI) and two onsite property managers units. In-unit furnishing will be provided for the 50 units set aside for the homeless residents.</p>							
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	<p>The LACDA is authorized to issue multifamily revenue bonds or notes to assist in financing for nonprofit public benefit organizations or for-profit corporations with a public benefit project, including the Borrower. In order for the LACDA to issue such Bonds, the LACDA and the County must execute the following actions: (1) The LACDA must conduct a public hearing to satisfy the public approval requirement of Section 147(f) of the Internal Revenue Code; and (2) the County must approve a resolution approving the plan of financing and authorizing the LACDA to issue the Bonds.</p>							
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:							
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:							
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Lynn Katano, Director of Housing Investment & Finance, (626) 586-1806, <a href="mailto:Lynn.Katano@lacda.org">Lynn.Katano@lacda.org</a>							

October 17, 2023

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

The Honorable Board of Commissioners  
Los Angeles County Development Authority  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors and Commissioners:

**ADOPT RESOLUTIONS TO ISSUE MULTIFAMILY HOUSING MORTGAGE  
REVENUE NOTES TO FINANCE THE DEVELOPMENT OF  
THE METRO @ FLORENCE APARTMENTS PROJECT  
(DISTRICT 2) (3 VOTE)**

**SUBJECT**

This letter requests that your Board approve resolutions authorizing and actions facilitating the issuance, sale, and delivery of tax-exempt Multifamily Housing Mortgage Revenue Bonds or Notes to finance the site acquisition, construction, rehabilitation, or development of Metro @ Florence Apartments, a 160-unit supportive housing development for homeless and low-income families, located in unincorporated South Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD OF SUPERVISORS:**

1. Find that adoption of the Resolution is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action will not have the potential of causing a significant effect on the environment.

2. Adopt and instruct the Chair to sign the attached Resolution approving the issuance of tax-exempt Multifamily Housing Mortgage Revenue Bonds or Notes (Bonds) by the Los Angeles County Development Authority (LACDA), in an aggregate principal amount not exceeding \$51,323,300 to assist Metflo, LP (Borrower), or an LACDA-approved designee, to finance the site acquisition, construction, rehabilitation, or development of Metro @ Florence Apartments (Project), a 160-unit supportive housing development for homeless and low-income families, located at 7220 Maie Avenue in unincorporated South Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD OF COMMISSIONERS OF THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY:**

1. Find that adoption of the Resolution is not subject to the provisions of CEQA because the action will not have the potential of causing a significant effect on the environment.
2. Adopt and instruct the Chair to sign the attached Resolution authorizing the issuance, sale and delivery of tax-exempt Multifamily Housing Mortgage Revenue Bonds or Notes (Bonds) in an aggregate principal amount not to exceed \$51,323,300 to finance the site acquisition, construction, rehabilitation, or development of the Project.
3. Authorize the Executive Director of the LACDA, or his designee, to negotiate, execute, and if necessary, amend or terminate all related documents and take all necessary actions for the issuance, sale, and delivery of the Bonds.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to authorize the issuance, sale, and delivery of Bonds in an aggregate principal amount not to exceed \$51,323,300 to finance the acquisition, construction, rehabilitation, or development of the Project. The developer for the Project is Meta Development, LLC and the Borrower is a limited partnership which includes the developer as a partner.

The Project will be located at 7220 Maie Avenue, in unincorporated South Los Angeles. The Project will replace an existing car wash and associated retail businesses. The design of the Project will include the existing "Florence" sign currently attached to the car wash. The Project will be a seven-story, 98-foot high residential building that will consist of 160 units for individuals and families earning between 30% and 60% of the Area Median Income (AMI) and two onsite property managers units. The Project will be comprised of 40 studio units, 70 one-bedroom units, 48 two-bedroom units, and two two-

bedroom manager units. Each unit will be equipped with a kitchen and bath. In-unit furnishing will be provided for the 50 units set aside for the homeless residents.

The Project will contain approximately 12,310 square feet of common open space. The Project will include 3,100 square feet of retail space and 2,100 square feet of community and office space. Residents will benefit from onsite amenities that include property management and supportive services, a community room, and a landscaped outdoor courtyard and upper deck. There will be a total of 120 parking spaces between two levels of podium parking and will be serviced by two elevators.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General Fund. The Bonds will be repaid solely through rent revenues collected by the Borrower. The Borrower will pay all fees and related costs.

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

On June 14, 2022, the Board of Commissioners adopted an inducement resolution declaring the intent of the LACDA to undertake the financing of a Multifamily Housing Mortgage Revenue Bond project in accordance with U.S. Treasury Department regulations. This action established a base date after which costs incurred by the Borrower for the Project could be included in the acquisition and permanent financing obtained pursuant to the issuance of tax-exempt Bonds.

The LACDA is authorized to issue multifamily revenue bonds or notes to assist in financing for nonprofit public benefit organizations or for-profit corporations with a public benefit project, including the Borrower. In order for the LACDA to issue such Bonds, the LACDA and the County must execute the following actions: (1) The LACDA must conduct a public hearing to satisfy the public approval requirement of Section 147(f) of the Internal Revenue Code; and (2) the County must approve a resolution approving the plan of financing and authorizing the LACDA to issue the Bonds. Although the LACDA will be issuing the Bonds at the request of the Borrower, the financing cannot proceed without the approval of the applicable elected legislative body.

On September 26, 2023, the LACDA conducted a telephonic hearing regarding the issuance of the tax-exempt Bonds to finance the Project at its office located at 700 West Main Street in Alhambra. No comments were received at the hearing concerning the issuance of the tax-exempt Bonds or the nature and location of the Project.

The attached Resolutions were prepared by Hawkins Delafield & Wood LLP, LACDA Bond Counsel, and approved as to form by County Counsel.

Pursuant to California Government Code Section 5852.1, a required public disclosure document for this Bond issuance is also attached. All other related documents, in

Honorable Board of Supervisors/Commissioners

October 17, 2023

Page 4

substantially final form, are on file with the Executive Office. They will be approved as to form by County Counsel prior to execution by the authorized parties.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed actions are not a project pursuant to CEQA because they are activities that are excluded from the definition of a project by Section 15378 (b) of the State CEQA guidelines. The proposed actions are administrative activities of government which will not result in direct or indirect physical change to the environment.

### **IMPACT ON CURRENT PROJECT**

The proposed action will provide affordable supportive housing units for low-income families and individuals experiencing homelessness in an area where demand for this type of project is needed.

Respectfully submitted,

EMILIO SALAS  
Executive Director

Enclosure

## PUBLIC DISCLOSURES RELATING TO CONDUIT REVENUE OBLIGATIONS

Pursuant to California Government Code Section 5852.1, the borrower (the “Borrower”) identified below has provided the following required information to the Los Angeles County Development Authority (the “Authority”) as conduit financing provider, prior to the Authority’s regular meeting (the “Meeting”) of its Commission (the “Commission”) at which Meeting the Commission will consider the authorization of conduit revenue obligations (the “Obligations”) as identified below.

1. Name of Borrower: Metflo, L.P.
2. Authority Meeting Date: October 17, 2023
3. Name of Obligations: Los Angeles County Development Authority Multifamily Housing Mortgage Revenue Note (Metro @ Florence Apartments) 2023 Series F-1 (Tax-Exempt) and 2023 Series F-2 (Taxable)
4. ☒ Private Placement Lender or Bond Purchaser, ☐ Underwriter or ☐ Financial Advisor (mark one) engaged by the Borrower provided the Borrower with the required good faith estimates relating to the Obligations as follows:
  - (A) The true interest cost of the Obligations, which means the rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for Obligations (to the nearest ten-thousandth of one percent): \_\_\_\_%.
  - (B) The finance charge of the Obligations, which means the sum of all fees and charges paid to third parties: \$\_\_\_\_\_.
  - (C) The amount of proceeds received by the public body for sale of the Obligations less the finance charge of the Obligations described in subparagraph (B) and any reserves or capitalized interest paid or funded with proceeds of the Obligations: \$\_\_\_\_\_.
  - (D) The total payment amount, which means the sum total of all payments the Borrower will make to pay debt service on the Obligations plus the finance charge of the Obligations described in subparagraph (B) not paid with the proceeds of the Obligations (which total payment amount shall be calculated to the final maturity of the Obligations): \$\_\_\_\_\_.
5. The good faith estimates provided above were ☐ presented to the governing board of the Borrower, or ☐ presented to the official or officials or committee designated by the governing board of the Borrower to obligate the Borrower in connection with the Obligations or, in the absence of a governing board, ☒ presented to the official or officials of the Borrower having authority to obligate the Borrower in connection with the Obligations (mark one).

The foregoing estimates constitute good faith estimates only. The actual principal amount of the Obligations issued and sold, the true interest cost thereof, the finance charges thereof, the amount of proceeds received therefrom and total payment amount with respect thereto may differ from such good faith estimates due to a variety of factors. The actual interest rates borne by the Obligations and the actual amortization of the Obligations will depend on market interest rates at the time of sale thereof. Market interest rates are affected by economic and other factors beyond the control of the Borrower.

The Authority is authorized to make this document available to the public at the Meeting of the Authority.

Dated: \_\_\_\_\_

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF  
LOS ANGELES APPROVING THE ISSUANCE OF MULTIFAMILY HOUSING  
MORTGAGE REVENUE NOTES AND RELATED ACTIONS

WHEREAS, the Los Angeles County Development Authority (the “LACDA”) intends to adopt a plan of financing to sell and issue, from time to time, one or more multifamily housing mortgage revenue notes in one or more series, and at no time to exceed \$[Tax-Exempt Max Par] in outstanding aggregate principal amount (the “Notes”), in order to assist in financing (including reimbursement of the expenditures of the Borrower (herein defined)) the acquisition, construction and development of a multifamily rental housing development consisting of 160 units located at 7220 Maie Avenue, Los Angeles, in the County of Los Angeles, California (the “Project”), to be owned by Metflo, L.P., a California limited partnership (or an affiliate, assign or designee) (the “Borrower”); and

WHEREAS, pursuant to Section 147(f) of the Internal Revenue Code of 1986 (the “Code”), the Notes are required to be approved prior to their issuance by the applicable elected representative of the governmental unit on whose behalf the Notes are expected to be issued and by each governmental unit having jurisdiction over the area in which any facility financed by such Notes is to be located, after a public hearing held following reasonable public notice; and

WHEREAS, the interest on the Notes may qualify for exclusion from gross income under Section 103 of the Code, only if the Notes are approved in accordance with Section 147(f) of the Code; and

WHEREAS, the Project is located wholly within the County of Los Angeles, California (the “County”); and

WHEREAS, this Board of Supervisors is the elected legislative body of the County and is the applicable elected representative of the LACDA within the meaning of Section 147(f) of the Code; and

WHEREAS, pursuant to Section 147(f) of the Code, the LACDA has, following notice duly given, held a public hearing regarding the plan of financing and the issuance of such Notes on September 26, 2023, and now desires that the Board of Supervisors approve the issuance of such Notes within the County; and

WHEREAS, this Board hereby finds and declares that this Resolution is being adopted pursuant to the powers granted by law.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The above recitals, and each of them, are true and correct.

2. This Board of Supervisors hereby approves the plan of financing and the issuance of the Notes by the LACDA to further finance costs of the Project in the County. It is the purpose and intent of this Board of Supervisors that this Resolution constitute approval of the plan of financing and the Notes by the applicable elected representative of the issuer of the Notes and the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is located, in accordance with Section 147(f) of the Code.

3. The proper officers of the LACDA are hereby authorized and directed to take whatever further action relating to the aforesaid financial assistance may be deemed reasonable and desirable, provided that the terms and conditions under which the Notes are to be issued and sold shall be approved by the Board of Commissioners of the LACDA in the manner provided by law prior to the sale thereof.

4. The Chief Executive Officer-Clerk of the Board of Supervisors or a deputy thereof is directed to certify and deliver a copy of this Resolution to the LACDA.

5. This Resolution shall take effect immediately upon its adoption.

[Remainder of page intentionally left blank]

PASSED AND ADOPTED by the Board of Supervisors of the County of Los Angeles,  
State of California, this \_\_\_\_ day of October, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By \_\_\_\_\_  
Chair of the Board of Supervisors

ATTEST:

CELIA ZAVALA,  
Chief Executive Officer-Clerk  
of the Board of Supervisors

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By \_\_\_\_\_  
Senior Deputy

RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF A TAX-EXEMPT MULTIFAMILY HOUSING MORTGAGE REVENUE NOTE IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$[MAX TAX-EXEMPT PAR] AND A TAXABLE MULTIFAMILY HOUSING MORTGAGE REVENUE NOTE IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$[MAX TAXABLE PAR] FOR THE PURPOSE OF MAKING A LOAN TO PROVIDE FINANCING FOR A MULTIFAMILY RENTAL HOUSING PROJECT KNOWN AS METRO @ FLORENCE APARTMENTS, DETERMINING AND PRESCRIBING CERTAIN MATTERS RELATING THERETO, AND APPROVING AND AUTHORIZING THE EXECUTION OF RELATED DOCUMENTS, AGREEMENTS AND ACTIONS.

WHEREAS, the Los Angeles County Development Authority (the “LACDA”) is authorized and empowered by the provisions of Section 34312.3 of the Health and Safety Code of the State of California (the “Act”) to issue and sell revenue notes for the purpose of making loans or otherwise providing funds to finance the acquisition, construction, rehabilitation and development of multifamily residential rental housing projects, including units for households meeting the income limits set forth in the Act; and

WHEREAS, there has been prepared and presented to this Board of Commissioners (this “Board”) for consideration at this meeting the documentation required for the issuance of one or more series of notes for the financing of the acquisition, development and construction of a multifamily rental housing development consisting of 160 units located at 7220 Maie Avenue, Los Angeles, California 90001, in the County of Los Angeles (the “Project”), to be known as Metro @ Florence Apartments and to be owned by Metflo, L.P., a California limited partnership, or an affiliate, assign or designee thereof (the “Borrower”); and

WHEREAS, pursuant to Section 5852.1 of the California Government Code, this Board has received the following information as a good faith estimate of the cost of the Project financing and the LACDA has disclosed such information in accordance with Section 5852.1 of the California Government Code: (a) the true interest cost of the Notes (as hereafter defined); (b) the finance charge of the Notes, including all third party expenses; (c) the amount of proceeds received by the LACDA for the sale of the Notes less the finance charge of the Notes and any reserves or capitalized interest paid or funded with proceeds of the Notes; and (d) the total payment amount; and

WHEREAS, it appears that each of the documents and instruments above referred to which are now before this meeting is in appropriate form and is an appropriate instrument to be executed and delivered for the purposes intended.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Los Angeles County Development Authority, as follows:

1. It is hereby found and determined that it is necessary and desirable for the LACDA to provide financing for the Project through the issuance, sale and delivery of the Notes in order to assist in the acquisition, construction and development of the type of dwelling units provided by the Project.

2. For the purpose of raising moneys with which to effectuate financing for the Project, the LACDA hereby determines to issue its Multifamily Housing Mortgage Revenue Note (Metro @ Florence Apartments), 2023 Series F (or such other name or series designation as may be designated by officers or agents of the LACDA), in one or more series or subseries, each with an appropriate series designation (the "Notes"), with the tax-exempt portion of the Notes being in an aggregate principal amount not to exceed \$[Max Tax-Exempt Par] and the taxable portion of the Notes being in an aggregate principal amount not to exceed \$[Max Taxable Par]. The Notes shall bear interest at the interest rate set forth in or determined in accordance that certain Funding Loan Agreement (the "Funding Loan Agreement") by and among the LACDA, Citibank, N.A., as funding lender (the "Funding Lender"), and U.S. Bank National Association, as fiscal agent thereunder (the "Fiscal Agent"), maturing as provided in the Funding Loan Agreement, but not later than 40 years from the date of issue. The Notes shall be in substantially the form set forth in the Funding Loan Agreement, with such appropriate variations, omissions, insertions and provisions as are permitted or required by the Funding Loan Agreement, which shall be appropriately completed when the Notes are prepared. The Notes shall be limited obligations of the LACDA, payable solely from the income, revenues, receipts and other amounts pledged therefor under the Funding Loan Agreement and that certain Borrower Loan Agreement (the "Borrower Loan Agreement") by and between the LACDA and the Borrower. The Notes shall be executed, either manually or by facsimile, by the Chair of the Board of Commissioners or the Executive Director of the LACDA.

3. The proposed form of Funding Loan Agreement, in the form presented to this meeting, is hereby approved. The Executive Director of the LACDA and his designee is each hereby authorized and directed, for and in the name and on behalf of the LACDA, to execute and deliver the Funding Loan Agreement, in substantially said form, with such additions thereto or changes therein as such officer may approve or recommend upon consultation with counsel to the LACDA and Note Counsel to the LACDA (provided that such additions or changes shall not authorize an aggregate principal amount of Notes in excess of the amount stated above or result in an initial interest rate on the Notes in excess of 12%), the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the Funding Loan Agreement. The proposed form of the Notes, as set forth in the Funding Loan Agreement, is hereby approved, and the Chair of this Board and her designee is each hereby authorized and directed to execute, by manual or facsimile signatures of such officers, and the Fiscal Agent is hereby authorized and directed to authenticate, by manual signature of an authorized officer of the Fiscal Agent, the Note in substantially such form, and the LACDA and the Fiscal Agent are each hereby authorized and directed to deliver the Notes to the purchaser, which shall be Citibank, N.A., or an affiliate thereof in accordance with the Funding Loan Agreement. The Notes may, if so provided in the Funding Loan Agreement, be issued as "draw down" Notes to be funded over time as provided in the Funding Loan Agreement. The date, maturity date, interest rate or rates, interest payment dates, denominations, form, registration privileges, manner of execution, place of payment, terms of redemption and other terms of the Notes shall be as provided in the Funding Loan Agreement as finally executed.

4. The proposed form of Borrower Loan Agreement, in the form presented to this meeting, is hereby approved. The Executive Director of the LACDA and his designee

is each hereby authorized and directed, for and in the name and on behalf of the LACDA, to execute and deliver the Borrower Loan Agreement, with such additions or changes in said document as such officer may recommend or approve upon consultation with counsel to the LACDA and Note Counsel to the LACDA, the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the Borrower Loan Agreement.

5. The proposed form of Regulatory Agreement and Declaration of Restrictive Covenants (the "Regulatory Agreement"), in the form presented to this meeting, is hereby approved. The Executive Director of the LACDA and his designee is each hereby authorized and directed, for and in the name and on behalf of the LACDA, to execute and deliver the Regulatory Agreement, with such additions or, changes in said document as such officer may recommend or approve upon consultation with counsel to the LACDA and Note Counsel to the LACDA, the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the Regulatory Agreement.

6. This Board hereby appoints the Executive Director of the LACDA or his designee as administrator/manager with respect to the Project and other matters arising in connection with the Notes (the "Administrator").

7. This Board hereby authorizes the execution and delivery of all agreements, documents, certificates and instruments referred to herein with electronic signatures as may be permitted under the California Uniform Electronic Transactions Act and digital signatures as may be permitted under Section 16.5 of the California Government Code, including through use of applications such as DocuSign.

8. All consents, approvals, notices, orders, requests and other actions permitted or required by any of the documents authorized by this resolution, whether before or after the issuance of the Notes, including without limitation any of the foregoing which may be necessary or desirable in connection with any default under or amendment of such documents, any transfer or other disposition of the Project or any redemption of the Notes, may be given or taken by the Administrator without further authorization by this Board, and the Administrator is hereby authorized and directed to give any such consent, approval, notice, order or request and to take any such action which such officer may deem necessary or desirable to further the purposes of this resolution.

9. All actions heretofore taken by the officers and agents of the LACDA with respect to the sale, issuance and delivery of the Notes are hereby approved, confirmed and ratified, and the proper officers of the LACDA are hereby authorized and directed, for and in the name and on behalf of the LACDA to do any and all things and take any and all actions and execute and deliver any and all certificates, agreements and other documents, including but not limited to those described in the Bank Loan Agreement and the other documents herein approved, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes and to effectuate the purposes thereof and of the documents herein approved in accordance with this resolution and resolutions heretofore adopted by the LACDA.

10. This resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the Board of Commissioners of the Los Angeles County Development Authority, this \_\_\_\_\_ day of October, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: \_\_\_\_\_  
Chair of the Board of Commissioners

ATTEST:

CELIA ZAVALA  
Executive Officer – Clerk  
of the Board of Commissioners

By: \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON,  
County Counsel

By: \_\_\_\_\_  
Senior Deputy

## BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/23	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input checked="" type="checkbox"/> 3 <sup>rd</sup> <input checked="" type="checkbox"/> 4 <sup>th</sup> <input checked="" type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Department of Parks and Recreation	
<b>SUBJECT</b>	APPROVAL OF PARK MAINTENANCE AND MOWING SERVICES CONTRACTS FOR VARIOUS FACILITIES	
<b>PROGRAM</b>	Prop A Service Contracts	
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	The current contracts for the Peter F. Schabarum Regional Park and the La Crescenta Area Parks expire October 31, 2023. The current contract for El Cariso Community Regional Park expires November 30, 2023.	
<b>COST &amp; FUNDING</b>	Total cost: combined \$749,334 annually	Funding source: General Fund
	TERMS (if applicable): each Contract Three years, with two 1-year options, six month-to-month extensions	
	Explanation:	
<b>PURPOSE OF REQUEST</b>	<p>Approval of the park maintenance and mowing services contracts will enable the Department of Parks and Recreation (Department) to continue to maintain the various County Facilities (Facilities) using the services of private contractors. Quality landscape maintenance, park maintenance and mowing services, ensures visitors' enjoyment of parks, baseball fields, community centers, and other public areas, while also effectively setting a standard for the upkeep of the Facilities in a cost-effective manner.</p> <p>The Department's Prop A cost analysis, using a methodology approved by the Auditor-Controller, shows that the park maintenance and mowing services can be performed more economically by an independent contractor than by County employees.</p>	

<b>BACKGROUND</b> (include internal/external issues that may exist including any related motions)	<p>The current park maintenance and mowing services have been contracted to private companies since 1992.</p> <p>On March 8, 2023, in response to a Request for Proposals (RFP) posted on January 10, 2023, the Department received 14 proposals from six proposers to provide park maintenance and mowing services at the Peter F. Schabarum Regional Park (Schabarum Park), La Crescenta Area Parks (La Crescenta Parks), and El Cariso Community Regional Park (El Cariso Park). Each proposal was reviewed by the Department's staff to ensure compliance with mandatory minimum requirements outlined in the RFP. Four proposals did not meet the minimum requirements of the RFP and were disqualified.</p> <p>The proposals were evaluated by a three-person Evaluation Committee (Committee) comprised of Department staff. The proposals were also reviewed by Department staff for cost-effectiveness and were compared to the lowest cost received and awarded points based on the comparison. Each proposal was evaluated based on a weighted evaluation of: 1) cost, 25%; 2) experience and organizational resources, 20%; 3) approach to contract requirements, 20%; 4) quality control plan, 20%; and 5) Living Wage Compliance, 15%.</p> <p>Upon review and evaluation of the proposals submitted for the Schabarum Park, La Crescenta Parks, and El Cariso Park, the Committee determined that the following Contractors were the most responsive and responsible proposer for the respective facility, ranking their proposals as the highest of the proposals evaluated, and are recommending the Contractors for award of each Contract as follows: Parkwood Landscape Maintenance, Inc. for mowing services at Peter F. Schabarum Regional Park and for park maintenance services at La Crescenta Area Parks; and Rich Meier's Landscaping, Inc. for park maintenance services at El Cariso Community Regional Park.</p> <p>Each recommended Contractor received the highest aggregate scores in categories evaluated by the Committee, including approach to contract requirements, experience and organizational resources, quality control plan and Living Wage compliance, outperforming the other proposers.</p>
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Ruben Lopez, Chief of Contracts and Procurement Division, 626-588-5300, <a href="mailto:rlopez@parks.lacounty.gov">rlopez@parks.lacounty.gov</a> Dennis Morelos, Contracts Section Head, 626-588-5260 <a href="mailto:dmorelos@parks.lacounty.gov">dmorelos@parks.lacounty.gov</a>



COUNTY OF LOS ANGELES  
DEPARTMENT OF PARKS AND RECREATION  
*"Parks Make Life Better!"*

Norma E. García-González, Director

Alina Bokde, Chief Deputy Director

October 17, 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:

**APPROVAL OF PARK MAINTENANCE AND MOWING SERVICES CONTRACTS  
FOR VARIOUS FACILITIES  
(SUPERVISORIAL DISTRICTS 3, 4, AND 5) (3 VOTES)**

**SUBJECT**

Approval of the recommended actions will allow the Department of Parks and Recreation to award three park maintenance and/or mowing services Contracts for various facilities within the County of Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed actions are not a project under the California Environmental Quality Act for the reasons stated in this Board letter and the record.
2. Find that the park maintenance and mowing services can be performed more economically by independent contractors than by County employees.
3. Approve and instruct the Chair to execute three contracts for park maintenance and/or mowing services for three years, with two one-year renewal options and an additional six month-to-month extension periods, if needed, for a total term of five years and six months, with Parkwood Landscape Maintenance, Inc., for mowing services at Peter F. Schabarum Regional Park at an annual cost not to exceed \$30,229.00 and for a total maximum amount of \$182,885.45; with Parkwood Landscape Maintenance, Inc., for park maintenance services at La Crescenta Area Parks at an annual cost not to exceed \$273,324.00 and for a total maximum amount of \$1,653,610.20; and with Rich Meier's Landscaping, Inc., for park maintenance services for El Cariso Community Regional Park at annual cost not

to exceed \$445,781.00 and for a total maximum amount of \$2,696,975.05. The total maximum amount for each contract is for the potential total term of 66 months and is inclusive of ten percent increases annually for unforeseen services.

4. Authorize the Director of Parks and Recreation, or her designee, to exercise two one-year contract renewal options for each Contract, if, in her opinion, the Contractors have effectively performed the services during the previous contract period and the services are still required; and, if needed, the additional six month-to-month extensions for each Contract; to approve and execute change notices and amendments to incorporate necessary changes within the scope of work; to assign rights or delegation of duties should the contracting entities merge, be acquired or otherwise change entities; and to suspend or terminate any Contract if, in the opinion of the Director of Parks and Recreation, or her designee, it is in the best interest of the County of Los Angeles to do so.
5. Authorize the Director of Parks and Recreation, or her designee, to increase the Contract amount for each Contract by up to ten percent in any year, including any renewal option period, for any additional or unforeseen services within the scope of each Contract.
6. Authorize the Director of Parks and Recreation, or her designee, to adjust the annual contracts sum for each option year to allow for an annual cost-of-living adjustment in accordance with County policy and the terms of these contracts.
7. Authorize the Director of Parks and Recreation, or her designee, to decrease the Contract amount for each Contract in any year, including any renewal option period, as necessary to reflect required modifications in services and/or budget reductions.

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

Approval of the park maintenance and mowing services contracts (Contracts) (Attachments I-III) will enable the Department of Parks and Recreation (Department) to continue to maintain the various County Facilities (Facilities) using the services of private contractors. Quality landscape maintenance, park maintenance, and mowing services ensures that parks, baseball fields, community centers, and other public areas are available for visitor use and are maintained to standardized conditions in a cost-effective manner. The park maintenance and mowing services have been contracted to private companies since 1992.

The commencement date for each Contract is indicated in the Award Schedule and Potential Maximum Contract Costs (Attachment IV). The current Contract at each facility will expire at the end of the month prior to the commencement date of the new Contract.

The Department's Proposition A cost analysis, using a methodology approved by the Auditor-Controller, shows that the park maintenance and mowing services can be performed more economically by an independent contractor than by County employees (Attachment V, Proposition A Cost-Effectiveness Summary).

After an evaluation of the proposals received in response to a Request for Proposals (RFP) for park maintenance and mowing services, the Department has determined that the aforementioned Contractors are the most responsible proposers.

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

The proposed Contracts will promote and further the Board approved Strategic Plan Goal II, Strategy II.2.2, Expand Access to Recreational and Cultural Opportunities, by enabling the Department to provide the public with access to clean and well-maintained parks, and to Realize Tomorrow's Government Today by pursuing operational effectiveness, fiscal responsibility, and accountability, Goal III.3. The proposed Contracts will also promote Strategy II.3, Make Environmental Sustainability Our Daily Reality, by reducing waste generation and recycling and reusing waste resources (Strategy II.3.1).

### **FISCAL IMPACT/FINANCING**

The costs for each year and the potential maximum Contract costs for each recommended Contract are identified in Attachment IV, Award Schedule and Potential Maximum Contract Costs.

The Proposition A cost analysis indicates that the recommended Contracts can be performed more economically by the private sector. The total County costs to provide park maintenance and/or mowing services at these facilities by County staff is \$1,409,341.31 annually. The recommended Contractors direct cost to perform similar services is \$749,334.00 annually. These reflect an annual savings of \$660,007.31 (Attachment V, Proposition A Cost-Effectiveness Summary).

The Department will not request that the Contractor perform services that will exceed the approved maximum Contract amount, which may include the ten percent contingency fee or Cost-of-Living Adjustment (COLA) increase, without the prior approval of the Board.

## **OPERATING BUDGET IMPACT**

The recommended Contract costs will increase the current annual base costs by \$210,377.78, from \$538,956.22 to \$749,334.00. Due to the varying expiration dates of the existing contracts in FY 2023-24, the total increase for the three contracts for FY 2023-24 is \$125,845.00 (Attachment VI, Recommended Contract Costs).

The Department will utilize existing one-time resources in its FY 2023-24 Operating Budget to fund the prorated cost increase of \$125,845.00 in FY 2023-24. The Department will submit a funding request to the Chief Executive Office for the ongoing annual cost increase of \$210,377.78 in the FY 2024-25 Recommended Budget.

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

In accordance with County policy, the Agreement contains a COLA provision, based on an annual rate, as determined by the Chief Executive Officer (CEO), whereby the Director of Parks and Recreation (Director), at her sole discretion, may increase the Contractors compensation during the option years. The COLA rate is capped at the lesser of the most recently published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index for Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim Area for the 12-month period preceding the contract anniversary date; or the general salary movement percentage for County employees for the 12-month period preceding the prior July 1st.

The decision to include the COLA is based on the Department's experience, that the Contractor may incur an increase in costs, such as insurance premiums, fuel, etc., during the option years, which could impact its performance. As a result, this provision allows the Director to review cost information, during the option years, to determine if the COLA is justified, subject to approval by the CEO. The Department will comply with the Board policy to exclude the cost of labor from the base upon which a COLA is calculated, unless the Contractor can show that its labor cost will increase.

On January 10, 2023, the Department issued an RFP for park maintenance and mowing services at the following facilities: Peter F. Schabarum Regional Park, La Crescenta Area Parks, and the El Cariso Community Regional Park. Based on the results of the RFP, the Department is requesting award of Contract(s) to the following: Parkwood Landscape Maintenance, Inc. (Parkwood) for mowing services at Peter F. Schabarum Regional Park and for park maintenance services at the La Crescenta Area Parks; and Rich Meier's Landscaping, Inc. (RML) for park maintenance services at El Cariso Community Regional Park.

The recommended Contract term for each of the Contracts is three years, with two one-year extension options and, if needed, an additional six month-to-month extensions that may be exercised at the discretion of the Director, or her designee. No layoffs or reductions in County workforce or other adverse impacts on employee relations will result from the award of each of the Contracts, as the work is presently contracted out.

The Department has evaluated and determined that each recommended Contractor fully complies with the requirements of the Living Wage Program, County Code Chapter 2.201, and have agreed to pay all employees providing these County services a living wage.

The Department, using a methodology approved by the Auditor-Controller, has calculated the cost-effectiveness of contracting for these services and has determined that these services continue to be more economically performed by an independent contractor than by County employees.

In addition, the award of each Contract fully complies with the mandatory Proposition A requirements contained in County Code Section 2.121.380. Award of the Contracts will not impair the County's ability to respond to emergencies or infringe upon the proper role of the County in its relationship to its citizens. No confidential information is involved in the performance of the Contracts; thus, award of the Contracts will not result in the unauthorized disclosure of confidential information. Alternative services are available in the event of a default by any of the Contractors; therefore, services will not be interrupted.

Pursuant to the Living Wage Ordinance requirements, a request for information regarding labor violations was sent to the State of California Division of Labor Standards Enforcement (DLSE) to review and assess any history of labor law violations. There were no DLSE findings of any Labor Law/Payroll violations by any of the Contractors.

The Contracts contain, and the Contractors have agreed to, the County's standard provisions, including consideration of hiring Gain/Grow participants, the Jury Service Program, the Defaulted Property Tax Reduction Program, Safely Surrendered Baby Law, Zero Tolerance Policy on Human Trafficking, Fair Chance Employment Practices, and the County Policy of Equity. The Contracts are also in compliance with all Board, CEO, and County Counsel requirements. The CEO's Risk Management Office has approved the insurance coverage, indemnification and liability provisions included in the Contracts.

The Contracts have been approved as to form by County Counsel.

On July 16, 2019, the Board adopted a motion to reduce the County's reliance on Proposition A contracts. The July 16, 2019, motion instructed the CEO to report back on the following:

- Survey departments to develop a prioritized listing of potential classifications that could be contracted in.
- Develop a five-year phase-in plan for bringing those positions in-house; and
- Develop a multi-year funding strategy to address any incremental cost increases associated with bringing in previously-contracted-out positions.

Approval of the Contracts will enable the Department to continue receiving landscape maintenance, park maintenance, and mowing services while the CEO's study is being conducted.

### **ENVIRONMENTAL DOCUMENTATION**

The recommended actions are not subject to the California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by section 21065 of the Public Resources Code and Section 15378(b)(5) of the State CEQA Guidelines. The proposed action to approve the landscape maintenance, park maintenance and mowing services contracts is an organizational or administrative activity of government which will not result in direct or indirect physical changes to the environment.

### **CONTRACTING PROCESS**

On January 10, 2023, the Department released an RFP for the park maintenance and mowing services at various Facilities. The RFP was advertised in the Daily Commerce newspaper. A notice was also posted on the County's "Doing Business with Us" website, including a link to download the RFP package and bilingual instructions on how to contact the Department regarding this RFP.

On January 24, 2023, a Mandatory Virtual Proposers Conference was held and attended by nine (9) vendors. Beginning on Wednesday, January 25, 2023, through Tuesday, January 31, 2023, mandatory site visits were conducted at Peter F. Schabarum Regional Park, at the La Crescenta Area Parks, and at El Cariso Community Regional Park and attended by at least six (6) vendors at each site.

On March 8, 2023, the Department received 14 proposals from six proposers in response to the RFP. Each proposal was reviewed by the Department's staff to ensure compliance with mandatory minimum requirements outlined in the RFP. Four proposals did not meet the minimum requirements of the RFP and were disqualified. The remaining proposals were evaluated by a three-person Evaluation Committee (Committee) comprised of Department staff. The proposals were also reviewed by Department staff for cost-effectiveness and were compared to the lowest cost received and awarded points based on the comparison. Each proposal was evaluated based on a weighted evaluation of: (1)

The Honorable Board of Supervisors

October 3, 2023

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cost, 25%; (2) experience and organizational resources, 20%; (3) approach to contract requirements, 20%; (4) quality control plan, 20%; and (5) Living Wage Compliance, 15%.

Upon review and evaluation of the proposals submitted for the Peter F. Schabarum Regional Park, the La Crescenta Area Parks, and the El Cariso Community Regional Park, which are the three contracts being recommended for award under this Board Letter, the Committee determined that the recommended Contractors were the most responsive and responsible proposer for the respective facility, ranking their proposals as the highest of the proposals evaluated. Each Contractor received the highest aggregate scores in categories evaluated by the Committee, including approach to contract requirements, experience and organizational resources, quality control plan and Living Wage compliance, outperforming the other proposers.

The Local Small Business Enterprise (LSBE) Preference Program's provisions were applied in the evaluation of these proposals, with one proposer being awarded the 15 percent proposal price preference in accordance with the LSBE Preference provisions.

The Department received one request for debriefings from the non-selected proposers and there was no protest resulting from this solicitation.

It should be noted that upon final analysis and award, each Contractor was selected without regard to gender, race, creed, or color (Attachment VII, Recommended Contractors' Community Business Enterprise).

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

There will be no impact on current public services.

### **CONCLUSION**

It is requested that three adopted copies of the action taken by your Board be forwarded to the Department.

Should you have any questions please contact: Mr. Matthew Green at (626) 588-5259 or via email at [mgreen@parks.lacounty.gov](mailto:mgreen@parks.lacounty.gov), Mr. Dennis Morelos at (626) 588-5260 or via email at [dmorelos@parks.lacounty.gov](mailto:dmorelos@parks.lacounty.gov), or Ms. Astrid Ochoa at (626) 588-5368 or via email at [aochoa2@parks.lacounty.gov](mailto:aochoa2@parks.lacounty.gov).

Respectfully submitted,

The Honorable Board of Supervisors  
October 3, 2023  
Page 8

NORMA E. GARCÍA-GONZÁLEZ  
Director

NEGG:AB:MR  
RL:DM:MG:rc

Enclosures (7)

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors

**ENCLOSURE**

October 17, 2023

**APPROVAL OF PARK MAINTENANCE AND MOWING SERVICES CONTRACTS FOR  
VARIOUS FACILITIES**

**(SUPERVISORIAL DISTRICTS 3, 4, AND 5) (3 VOTES)**

This Board letter has large enclosures.

Click on link below to access:

[10.17.2023 Approval of Park Maintenance and Mowing Services Contracts](#)

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023		
<b>BOARD MEETING DATE</b>	10/17/2023		
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input checked="" type="checkbox"/> 5 <sup>th</sup>		
<b>DEPARTMENT(S)</b>	Public Works		
<b>SUBJECT</b>	WATER RESOURCES CORE SERVICE AREA GRANT OF EASEMENT FROM THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT TO THE CITY OF BURBANK BURBANK WESTERN SYSTEM BURBANK CHANNEL PARCELS 82GE AND 83GE IN THE CITY OF BURBANK (SUPERVISORIAL DISTRICT 5) (3 VOTES)		
<b>PROGRAM</b>			
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:		
<b>DEADLINES/ TIME CONSTRAINTS</b>			
<b>COST &amp; FUNDING</b>	Total cost:	Funding source:	
	\$36,053	B07	
	TERMS (if applicable):		
	Explanation: The funds for the grant of easement will be deposited into the Flood Control District Fund (B07, Revenue Source Code 9906-Sale of Capital Assets-Easements).		
<b>PURPOSE OF REQUEST</b>	The City of Burbank requested an easement for covered storm drain and appurtenant structures and ingress and egress purposes within Burbank Western System Burbank Channel for its Burbank Water and Power Campus Stormwater Improvement Project.		
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The City requested an easement within Burbank Western System Burbank Channel for the installation of a storm drain that is 36 inches in diameter to divert water from the Burbank Water and Power's main campus and terminate in a new drainage outfall.		
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability—This transaction will generate funds that will be deposited into the Flood Control District Fund, which will be available for the District's programs.		
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Shari Afshari, Deputy Director, (626) 458-4008, <a href="mailto:safshari@pw.lacounty.gov">safshari@pw.lacounty.gov</a>		



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **SMP-6**

October 17, 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:

**WATER RESOURCES CORE SERVICE AREA  
GRANT OF EASEMENT  
FROM THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT  
TO THE CITY OF BURBANK  
BURBANK WESTERN SYSTEM BURBANK CHANNEL  
PARCELS 82GE AND 83GE  
IN THE CITY OF BURBANK  
(SUPERVISORIAL DISTRICT 5)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to grant an easement for covered storm drain and appurtenant structures and ingress and egress purposes within Parcels 82GE and 83GE related to Burbank Western System Burbank Channel, in the City of Burbank, from the Los Angeles County Flood Control District to the City of Burbank for the Burbank Water and Power Campus Stormwater Improvement Project.

**IT IS RECOMMENDED THAT THE BOARD ACTING AS THE GOVERNING BODY OF THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT:**

1. Acting as a responsible agency for the Burbank Water and Power Campus Stormwater Improvement Project over Burbank Western System Burbank Channel, consider the Mitigated Negative Declaration prepared and adopted by the City of Burbank as the lead agency, together with comments received during the public review period; certify that the Board of Supervisors has independently reviewed, considered, and reached its own conclusions

regarding the environmental effects of the County's approvals related to the project as shown in the Mitigated Negative Declaration; and find that no mitigation measures in the Mitigation Monitoring and Reporting Program are applicable to the County's approvals of the project and no additional mitigation measures within the County's power are necessary to lessen or avoid any significant effect of the project.

2. Find that the grant of easement for covered storm drain and appurtenant structures and ingress and egress purposes within Parcels 82GE and 83GE related to Burbank Western System Burbank Channel, in the City of Burbank, and the subsequent use of said easement will not interfere with the use of the affected parcels for any purposes of the Los Angeles County Flood Control District.
3. Approve the project, which is the grant of easement for covered storm drain and appurtenant structures and ingress and egress purposes within Parcels 82GE and 83GE related to Burbank Western System Burbank Channel, in the City of Burbank, from the Los Angeles County Flood Control District to the City of Burbank.
4. Instruct the Chair of the Board of Supervisors to execute the Easement Deed document and authorize delivery to the City of Burbank.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:**

The recommended actions will satisfy the requirements of the California Environmental Quality Act for the Los Angeles County Flood Control District, as a responsible agency, and will allow the District to grant an easement for covered storm drain and appurtenant structures and ingress and egress purposes to the City of Burbank within Parcels 82GE and 83GE related to Burbank Western System Burbank Channel, in the City of Burbank, as shown on the map attached to the enclosed Easement Deed document.

The City requested the easement for its Burbank Water and Power Campus Stormwater Improvement Project. The stormwater project is needed for the City to comply with the Regional, State, and Federal water quality standards. The easement will allow for the installation of a storm drain that is 36 inches in diameter to divert water from Burbank Water and Power's main campus and terminate in a new drainage outfall.

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

These recommendations support the County Strategic Plan: Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, because revenues received from this transaction will help promote fiscal responsibility by providing accessible funds for the District's programs. The recommended actions will allow the City to complete the stormwater project improving stormwater drainage system onsite, as well as the adjacent off-site stormwater drainage system.

### **FISCAL IMPACT/FINANCING**

There will be no significant impact to the County General Fund.

The City will deposit \$36,053 for the grant of easement, which represents fair market value. This amount will be deposited into the Flood Control District Fund (B07, Revenue Source 9906-Sale of Capital Assets-Easements).

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

The proposed grant of easement is authorized by Section 2, Subsection 13, of the Los Angeles County Flood Control Act. This section provides as follows: "The Los Angeles County Flood Control District is hereby declared to be a body corporate and politic and has all the following powers...13. To lease, sell or dispose of any property (or any interest therein) whenever in the judgment of the board of supervisors of the property, or any interest therein or part thereof, is no longer required for the purposes of the district, or may be leased for any purposes without interfering with the use of the same for purposes of the district..."

The grant of easement is not considered adverse to the District's purposes and will not hinder the use of Burbank Western System Burbank Channel for possible transportation, utility, recreational corridors, or flood control purposes. Moreover, the instrument reserves paramount rights to use the parcels for the District's purposes.

The Easement Deed document was approved by County Counsel as to form and it will be recorded.

## **ENVIRONMENTAL DOCUMENTATION**

The District is acting as a responsible agency for the stormwater project. The City, as the lead agency, has prepared an Initial Study, consulted with the District, and adopted a Mitigated Negative Declaration for the stormwater project on June 13, 2023. By granting an easement to the City, the District is acting as a responsible agency and in its independent judgement concludes it will not have a significant effect on the environment. There are no mitigation measures applicable to the District's approval as a responsible agency.

The location of the documents and other materials constituting the record of the proceedings upon which the Board of Supervisor's decision is based in this matter is at Public Works, 900 South Fremont, 10th Floor, Alhambra, CA 91803. The custodian of such documents and materials is Survey/Mapping & Property Management Division, Real Estate Section, and they are also available at the following Public Works' website:

<https://pw.lacounty.gov/go/BurbankWaterandPowerGrantofEasement>

Upon the Board's approval of the recommended actions, Public Works will file a Notice of Determination with the Registrar-Recorder/County Clerk in accordance with Section 21152(a) of the California Public Resources Code.

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

This transaction will allow for the joint use of the District's right of way without interfering with the primary mission of the District. There will be no significant impact on current services or projects.

The Honorable Board of Supervisors  
October 17, 2023  
Page 5

## **CONCLUSION**

Please return one adopted copy of this letter to Public Works, Survey/Mapping & Property Management Division.

Respectfully submitted,

MARK PESTRELLA, PE  
Director of Public Works

MP:GE:mr

Enclosure

c: Auditor-Controller (Accounting Division–Asset Management)  
Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office

MS:mr

P:\MPPUB\ADMIN\MARIA\BL\2023\BURBANK W. SYS\_MS\BURBANK WESTERN SYS BL.DOCX

# ORIGINAL

RECORDING REQUESTED BY  
AND MAIL TO:

City of Burbank  
164 Magnolia Boulevard  
Burbank, CA 91502  
Attention: Claudia Reyes, PMP  
Senior Environmental Engineer

*Space Above This Line Reserved for Recorder's Use*

THIS DOCUMENT IS EXEMPT FROM DOCUMENTARY TRANSFER TAX  
PURSUANT TO SECTION 11922 OF THE REVENUE & TAXATION CODE.

THIS DOCUMENT IS EXEMPT FROM RECORDING FEES PURSUANT TO  
SECTION 27383 OF THE GOVERNMENT CODE.

THE UNDERSIGNED GRANTOR(S) DECLARE(S) DOCUMENTARY TRANSFER  
TAX IS \$ ZERO

Assessor's Identification Number:  
2449-035-907 (Portion)

## EASEMENT DEED

For a valuable consideration, receipt of which is hereby acknowledged, the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, a body corporate and politic (hereinafter referred to as DISTRICT), does hereby grant to the CITY OF BURBANK, a municipal corporation (hereinafter referred to as CITY), an easement for covered storm drain and appurtenant structures with ingress and egress purposes in, on, over, under, and across the real property in the City of Burbank, County of Los Angeles, State of California, described in Exhibit A and shown on and delineated on Exhibit B, both of which are attached hereto and by this reference made a part hereof.

Subject to all matters of record and to the following reservation and conditions, which the CITY by the acceptance of this Easement Deed document and/or the exercise of any of the rights granted herein, agrees to keep and perform, viz:

1. DISTRICT reserves the paramount right to use said land for flood control purposes.
2. CITY agrees that it will not perform or arrange for the performance of any construction or reconstruction work in, on, over, under, and across the land herein described, until the plans and specifications for such construction or reconstruction work shall have first been submitted to and been approved in writing by the Chief Engineer of the Los Angeles County Flood Control District. Such approval by DISTRICT shall not be interpreted or inferred as an endorsement or approval as to the design, accuracy, correctness, or authenticity of the information shown on the submitted plans and specifications. Furthermore, such approval cannot be relied upon for any other purpose or by any third party for any reason whatsoever. DISTRICT does not accept ownership or responsibility for the improvements.

File with: Burbank Western System  
Burbank Channel 82  
Affects: Parcel No. 83  
I.M. 174-177  
S.D. 5 M2323002  
Project ID No. MPR0001094

3. CITY shall indemnify, defend, and save harmless DISTRICT, its officers, agents, and/or employees, from any and all claims, demands, liability, loss, damage, or expense to which DISTRICT, its officers, agents, and employees may be subjected as the result of any act or omission by CITY, its officers, agents, employees, or contractors arising out of the exercise by CITY, its officers, agents, employees, or contractors of any of the rights granted to it by this Easement Deed document, except for loss or damage arising from the sole negligence or willful misconduct of the DISTRICT, its officers, agents, employees, or contractors.
4. It is expressly understood that DISTRICT will not be called upon to construct, repair, maintain, or reconstruct any structure or improvement to be erected or constructed pursuant to this Easement Deed document.
5. The provisions and agreements contained in this Easement Deed document shall be binding upon CITY, its successors, and assigns.

To the extent any lawful assessments be levied pertaining to the area to which this easement applies and to the extent that the assessments are based on the structures and improvements being constructed under the authority of this easement and provided further that the assessments be levied following CITY's exercise of this easement right to construct such structures and improvements, CITY agrees to pay on behalf of DISTRICT that part of any such assessments are levied against DISTRICT, which is based on the value contributed to the areas by CITY's said improvements.

Dated \_\_\_\_\_

LOS ANGELES COUNTY FLOOD CONTROL DISTRICT,  
a body corporate and politic

By \_\_\_\_\_  
Chair, Board of Supervisors of the  
Los Angeles County Flood Control District

(LACFCD-SEAL)

ATTEST:

CELIA ZAVALA, Executive Officer  
of the Board of Supervisor  
of the County of Los Angeles

By \_\_\_\_\_  
Deputy

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA           )  
  ) ss.  
COUNTY OF LOS ANGELES    )

On January 6, 1987, the Board of Supervisors for the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies, and authorities for which said Board so acts adopted a resolution pursuant to Section 25103 of the Government Code that authorized the use of facsimile signatures of the Chair of the Board on all papers, documents, or instruments requiring the Chair's signature.

The undersigned hereby certifies that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the facsimile signature of \_\_\_\_\_, Chair of the Board of Supervisors of the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, was affixed hereto as the official execution of this document. The undersigned further certifies that on this date a copy of the document was delivered to the Chair of the Board of Supervisors of the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT.

In witness whereof, I have also hereunto set my hand and affixed my official seal the day and year above written.

CELIA ZAVALA, Executive Officer of the  
Board of Supervisors of the County of Los Angeles

By \_\_\_\_\_  
Deputy

(LACFCD-SEAL)

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By *Cavale Suzuki*  
Deputy

APPROVED as to title and execution,  
\_\_\_\_\_, 20\_\_\_\_.  
LOS ANGELES COUNTY PUBLIC WORKS  
Survey/Mapping & Property Management Division  
Supervising Title Examiner  
By \_\_\_\_\_

## **CERTIFICATE OF ACCEPTANCE AND CONSENT TO RECORDATION**

This is to certify that the interest in real property conveyed by the Easement Deed dated \_\_\_\_\_, by and between the Los Angeles County Flood Control District, a body corporate and politic, as grantor, and the City of Burbank, a municipal corporation, as grantee, is hereby accepted by order of the City Council of the City of Burbank contained in, and pursuant to the authority conferred by its Resolution No. \_\_\_\_\_, passed and adopted on \_\_\_\_\_, and the grantee, the City of Burbank consents to the recordation of said Easement Deed by its duly authorized officer.

Dated \_\_\_\_\_

CITY OF BURBANK,  
a municipal corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**File with: Burbank Western System  
Burbank Channel 82**

**Affects: Parcel No. 83**

7-RW 8.1

A.I.N. 2449-035-907

I.M. 174-177

S.D. 5

M2323002

**Exhibit "A"**

Legal description

**Parcel Nos. 82GE and 83GE** (Grant of easement for covered storm drain and appurtenant structures with ingress and egress purposes):

Those portions of Lots 69, and 70, Tract No. 4446, as shown on the map recorded in Book 93, Pages 32 and 33 of Maps, in the office of the Registrar-Recorder/County Clerk of Los Angeles County, more particularly described as follows:

Beginning at the most Easterly corner of PARCEL 4, as described in the deed to 135 Magnolia Associates, LLC, recorded on April 30, 2010, as Document No. 20100589761, of Official Records, in the office of said Registrar-Recorder/County Clerk, said corner also being a point on the Northeasterly line of that certain parcel of land described in the deed recorded on July 27, 1942, as Document No. 232, in Book 19475, page 110, of said Official Records; thence,

26.8 feet along the Northeasterly prolongation of the Southeasterly line of said PARCEL 4 to the Southwesterly face of the Southwest channel wall of the Burbank Western System Burbank Channel as same existed on February 27, 2023; thence,

Northwesterly along said Southwesterly face 17.62 feet; thence leaving said Southwest channel wall,

Southwesterly 26.4 feet to a point on the Northeasterly line of said Parcel 4, said point being distant Northwesterly 16.49 feet from the Point of Beginning; thence,

Southeasterly along said Northeasterly line 16.49 feet to the Point of Beginning.

All as shown on exhibit "B", attached hereto and made a part hereof. This legal description was prepared by me or under my direction in conformance with the Land Surveyor's Act.



Christopher G Vandrey, PLS 8783 08/07/2023



APN 2449-035-022

LOS ANGELES COUNTY  
FLOOD CONTROL DISTRICT  
RIGHT OF WAY

ALLEY (VACATED)

45.00'

Varies

TRACT NO. 4446

APN 2449-035-014  
PARCEL 4  
DOCUMENT No. 20100589761

Point of Beginning  
Most E'ly corner of Parcel 4  
Document No. 20100589761

Parcel Nos.  
82GE &  
83GE

APN 2449-035-902

M.B. 93 / 32-33

50'

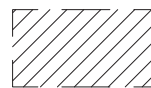
45.00'

Varies

40'

R/W

MAGNOLIA BOULEVARD



Easement for covered storm drain  
and appurtenant structures with  
ingress and egress purposes

THIS SURVEY WAS PREPARED BY ME OR UNDER  
MY SUPERVISION.

*Christopher G. Vandrey*

08/07/2023

CHRISTOPHER G. VANDREY  
PLS 8783

DATE

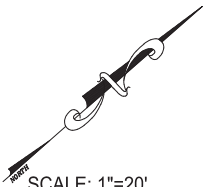
EXHIBIT "B"



DESCRIPTION:  
EASEMENT OVER L.A.C.F.C.D.  
PROPERTY FOR NEW STORM DRAIN  
DISCHARGE PIPE INTO CHANNEL

PREPARED BY: RLS

SHEET: 1 OF 1



SCALE: 1"=20'

# BOARD LETTER CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Public Works	
<b>SUBJECT</b>	Award of services contract for on-call environmental laboratory services – drinking water.	
<b>PROGRAM</b>		
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	The current contract is extended for a period not to exceed 180 days and has an expiration date of March 28, 2024. The award of this contract will continue the current services by the recommended contractor.	
<b>COST &amp; FUNDING</b>	Total cost: \$4,950,000	Funding source:  Funding for these services is included in the Internal Service Fund (B04) Fiscal Year 2023-24 Budget through Fiscal Year 2027-28, which will be reimbursed by the following Los Angeles County Waterworks Districts, General Funds (D21-N18, D29-N32, D36-N46, D37-N47, D80-N58, and D40-N63). When the need arises for services under this contract, financing the required services will be from the specific District's fund source. Funds to finance the contract's optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.
	<b>TERMS (if applicable):</b>  This contract will be for an initial term of 3 years with one 1-year renewal option and a month-to-month extension up to 6 months for a maximum potential contract term of 54 months.	
	Explanation: N/A	
<b>PURPOSE OF REQUEST</b>	Public Works is seeking Board approval to award a services contract to Eurofins Eaton Analytical, LLC, for on-call environmental laboratory services - drinking water throughout the County.	
<b>BACKGROUND (include internal/external issues that may exist)</b>	Approval of the recommended action will award a services contract to Eurofins Eaton Analytical, LLC, to provide on-call and intermittent environmental laboratory services to analyze drinking water at various drinking water distribution systems and projects in the	

including any related motions)	County. The recommended contractor will provide analytical laboratory services to assist the County in complying with a variety of local, State, and Federal laws and regulations related to drinking water.
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how:  On every contract solicitation, Public Works notifies over 25,000 subscribers in our "Do Business with Public Works" website. Public Works also notifies all Small Businesses registered with the Department of Economic Opportunity and advertise in regional and small newspapers in each Supervisorial district. Public Works follows Federal contracting laws where applicable, State laws, Public Contract Code and all Board contracting policies.
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Strategy II.2, Support the Wellness of our Communities and Objective.
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email:  Anthony Nyivih, Assistant Director, (626) 458-4014, cell (626) 483-9181, <a href="mailto:anyivih@pw.lacounty.gov">anyivih@pw.lacounty.gov</a>



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE:

October 17, 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:

**SERVICES CONTRACT  
WATER RESOURCES CORE SERVICE AREA  
AWARD OF SERVICES CONTRACT FOR  
ON-CALL ENVIRONMENTAL LABORATORY SERVICES - DRINKING WATER  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to award a services contract to Eurofins Eaton Analytical, LLC, for on-call environmental laboratory services - drinking water throughout the County of Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the contract is categorically exempt from the provisions of the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the project.
2. Award the contract for on-call environmental laboratory services - drinking water to Eurofins Eaton Analytical, LLC. This contract will be for a term of 3 years with one 1-year renewal option and a month-to-month extension up to 6 months for a maximum potential contract term of 54 months and a maximum potential contract sum of \$4,950,000.

3. Delegate authority to the Director of Public Works or his designee to execute the contract; to renew the contract for each additional renewal option and extension period if, in the opinion of the Director of Public Works or his designee, Eurofins Eaton Analytical, LLC, has successfully performed during the previous contract period, and the services are still required; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend work if, it is in the best interest of the County to do so.
4. Delegate authority to the Director of Public Works or his designee to annually increase the contract amount up to an additional 10 percent of the annual contract sum, which is included in the maximum potential contract sum for unforeseen additional work within the scope of the contract if required, and to adjust the annual contract sum for each option year over the term of the contract to allow for an annual cost-of-living adjustment in accordance with County policy and the terms of the contract.

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

Approval of the recommended action will award a services contract to Eurofins Eaton Analytical, LLC, to provide on-call and intermittent environmental laboratory services to analyze drinking water at various drinking water distribution systems and projects in the County. The recommended contractor will provide analytical laboratory services to assist the County in complying with a variety of local, State, and Federal laws and regulations related to drinking water. The current contract is extended for a period not to exceed 180 days and has an expiration date of March 28, 2024; however, it will expire upon award and execution of this contract. The award of this contract will continue the current services by the recommended contractor.

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

These recommendations support the County Strategic Plan: Strategy II.2, Support the Wellness of our Communities, Objective II.2.3, Prioritize Environmental Health Oversight and Monitoring; and Strategy II.3, Make Environmental Sustainability our Daily Reality, Objective II.3.1, Improve Water Quality, Reduce Water Consumption, and Increase Water Supplies, by contracting with the contractor that has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The initial 3-year term amount for this contract is \$3,000,000 plus 10 percent of the initial 3-year term amount for additional work within the scope of the contract and cost-of-living adjustments in accordance with the contract; the one 1-year renewal option amount is \$1,000,000; and the month-to-month extension amount is \$500,000. The contract will be for an initial term of 3 years with one 1-year renewal option and a month-to-month extension up to 6 months for a maximum potential contract term of 54 months and a maximum potential contract sum of \$4,950,000. This amount is based on the unit prices quoted by the contractor and our estimated annual utilization of the contractor's services. Adjustments will be made to the annual sum for each option year over the term of the contract to allow for an annual cost-of-living adjustment in accordance with County policy and the terms of the contract.

Funding for these services is included in the Internal Service Fund (B04) Fiscal Year 2023-24 Budget through Fiscal Year 2027-28, which will be reimbursed by the following Los Angeles County Waterworks Districts, General Funds (D21-N18, D29-N32, D36-N46, D37-N47, D80-N58, and D40-N63). When the need arises for services under this contract, financing the required services will be from the specific District's fund source. Funds to finance the contract's optional years and 10 percent additional funding for contingencies will be requested through the annual budget process.

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

The recommended contractor, Eurofins Eaton Analytical, LLC, is located in Monrovia, California. This contract will commence upon the Board's approval and execution by both parties, whichever occurs last, for a period of 3 years. With the Board's delegated authority, Public Works may renew the contract for one 1-year renewal option and a month-to-month extension up to 6 months for a maximum potential total contract term of 54 months. The County may also authorize an extension of time to the contract's maximum potential term, not to exceed 180 days, with no additional funding.

County Counsel will review the contract as to form (Enclosure A) prior to approval. The recommended contract with Eurofins Eaton Analytical, LLC, was solicited on an open-competitive basis and is in accordance with applicable Federal, State, and County requirements.

A standard services contract has been used that contains terms and conditions in compliance with the Board's ordinances, policies, and programs. Enclosure B reflects the proposer's utilization participation and community business enterprise program information. Data regarding the proposer's minority participation is on file with

Public Works. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

Public Works has evaluated and determined that the contracted service is required on an on-call and intermittent basis; therefore, Proposition A (County Code Chapter 2.121) and the Living Wage Program (County Code Chapter 2.201) do not apply to this contract.

The contract includes a cost-of-living adjustment provision, which is in accordance with Board Policy 5.070, Multi-Year Services Contract Cost-of-Living Adjustments.

### **ENVIRONMENTAL DOCUMENTATION**

These services are categorically exempt from the provisions of the California Environmental Quality Act. These services are within a class of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Sections 15304 and Sections 15306 of the State California Environmental Quality Act Guidelines and Classes 4 and 6 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. In addition, the lab testing services will comply with all applicable regulations. The work will not occur 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 historical resource that would make the exemption inapplicable.

### **CONTRACTING PROCESS**

On December 20, 2022, a notice of the Request for Statement of Qualifications (RFSQ) was placed on the County's "Doing Business with Los Angeles County" website (Enclosure C), "Do Business with Public Works" website, and Twitter. In addition, advertisements were placed in the *Los Angeles Daily Journal*, *Los Angeles Sentinel*, *La Opinión*, *The Daily Breeze*, *The Signal (Santa Clarita)*, *Antelope Valley Press*, *Watts Times*, *The Malibu Times*, *San Gabriel Valley Tribune*, and *Pasadena Star News*. Also, Public Works informed 1,458 Local Small Business Enterprises; 166 Disabled Veteran Business Enterprises; 160 Social Enterprises; 876 Community Business Enterprises; 107 independent contractors; various business development centers; and municipalities about this business opportunity.

On February 1, 2023, one Statement of Qualifications (SOQ) was received. The SOQ was first reviewed to ensure that it met the mandatory requirements outlined in the RFSQ. The SOQ was then evaluated by an evaluation committee consisting of Public Works staff. The evaluation was based on criteria described in the RFSQ,

including price, experience, work plan, and references, utilizing the informed averaging methodology for applicable criteria. Based on this evaluation, it is recommended that this contract be awarded to the responsive and responsible proposer, Eurofins Eaton Analytical, LLC, located in Monrovia, California. Public Works believes the contractor's price to be reasonable for the work requested.

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

The award of this contract will continue the services without disruption to the public and will not result in the displacement of any County employees as this service is presently contracted with the private sector.

**CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Business Relations and Contracts Division.

Respectfully submitted,

MARK PESTRELLA, PE  
Director of Public Works

MP:EM:ta

Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office

AGREEMENT FOR  
ON-CALL ENVIRONMENTAL LABORATORY SERVICES – DRINKING WATER  
(BRC0000281)

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the COUNTY OF LOS ANGELES, a subdivision of the State of California, a body corporate and politic (hereinafter referred to as COUNTY) and Eurofins Eaton Analytical, LLC, a California Limited Liability Company, located at 750 Royal Oaks Drive, Suite 100, Monrovia, CA 91016, (hereinafter referred to as CONTRACTOR). COUNTY and CONTRACTOR are each a Party and collectively referred to as the Parties.

WITNESSETH

FIRST: The CONTRACTOR, for the consideration hereinafter set forth and the acceptance by the Board of Supervisors (Board) of said COUNTY of the CONTRACTOR'S Proposal filed with the COUNTY on February 1, 2023, hereby agrees to provide services as described in this Contract for On-Call Environmental Laboratory Services - Drinking Water.

SECOND: This AGREEMENT, together with Exhibit A, Scope of Work; Exhibit B, Service Contract General Requirements; Exhibit C, Internal Revenue Service Notice 1015; Exhibit D, Safely Surrendered Baby Law Posters; Exhibit E, Defaulted Property Tax Reduction Program; Exhibit F, Performance Requirements Summary; and Exhibit G, Waterworks Division's Full List of Analytes; the CONTRACTOR'S Statement of Qualifications, all attached hereto; the Request for Statement of Qualifications; and Addenda to the Request for Statement of Qualifications, all of which are incorporated herein by reference, are agreed by the COUNTY and the CONTRACTOR to constitute the Contract.

THIRD: The COUNTY agrees, in consideration of satisfactory performance of the foregoing services in strict accordance with the Contract specifications to the satisfaction of the Director, to pay the CONTRACTOR pursuant to the Schedule of Prices set forth in the Proposal and attached hereto as Form PW-2.B, an amount not to exceed the maximum potential contract sum \$4,950,000 for the entire contract, or such greater amount as the Board may approve (Maximum Contract Sum). The sum for the initial 3-year term is \$3,000,000; the sum for the first and final optional term is \$1,000,000; and the sum for a month-to-month extension up to 6 months is \$500,000.

FOURTH: This Contract's initial term will be for a period of 3 years commencing upon the Board's approval and execution of this Agreement by both Parties, whichever occurs last. The COUNTY will have the sole option to renew this Contract term for up to one additional 1-year period and six month-to-month extensions, for a maximum total Contract term of 4 years and 6 months. Each such option will be exercised at the sole discretion of the COUNTY. The COUNTY, acting through the Director, may give a written notice of intent to renew this Contract at least 10 days prior to the end of each term. At the sole discretion of the COUNTY, in lieu of renewing the Contract for the full 1 year, this Contract may be renewed on a month-to-month basis, upon written notice to the CONTRACTOR at least 10 days prior to the end of a term. Further, in accordance with

Section 2.A.3 of Exhibit B, Service Contract General Requirements, the COUNTY may, at its sole discretion, authorize extensions of time to the Contract's term, to the extent that extensions of time for Contractor performance do not impact either scope or amount of this Contract, provided the aggregate of all such extensions during the life of this Contract will not exceed 180 days. The Director will provide a written notice of nonrenewal at least 10 days before the last day of any term, in which case this Contract will expire as of midnight on the last day of that term. Where all option years have been exercised, the Director will not provide a written notice of nonrenewal.

FIFTH: The CONTRACTOR will bill monthly, in arrears, for the work performed during the preceding month. Work performed will be billed not exceeding the prices quoted in Form PW-2.B, Schedule of Prices.

SIXTH: Public Works will make payment to the CONTRACTOR within 30 days of receipt and approval of a properly completed and undisputed invoice. However, should the CONTRACTOR be certified by the COUNTY as a Local Small Business Enterprise, payment will be made in accordance with Board of Supervisors Policy No. 3.035, Small Business Liaison and Prompt Payment Program. Each invoice must be in triplicate (original and two copies) and must itemize the work completed. The invoices must be submitted to:

Los Angeles County Public Works  
Attention Fiscal Division, Accounts Payable  
P.O. Box 7508  
Alhambra, CA 91802-7508

SEVENTH: In no event will the aggregate total amount of compensation paid to the CONTRACTOR exceed the amount of compensation authorized by the Board. Such aggregate total amount is the Maximum Contract Sum.

EIGHTH: The CONTRACTOR understands and agrees that only the designated Public Works Contract Manager is authorized to request or order work under this Contract. The CONTRACTOR acknowledges that the designated Contract Manager is not authorized to request or order any work that would result in the CONTRACTOR earning an aggregate compensation in excess of this Contract's Maximum Contract Sum.

NINTH: The CONTRACTOR must not perform or accept work requests from the Contract Manager or any other person that will cause the Maximum Contract Sum of this Contract to be exceeded. The CONTRACTOR must monitor the balance of this Contract's Maximum Contract Sum. When the total of the CONTRACTOR'S paid invoices, invoices pending payment, invoices yet to be submitted, and ordered services reaches 75 percent of the Maximum Contract Sum, the CONTRACTOR must immediately notify the Contract Manager in writing. The CONTRACTOR must send written notification to the Contract Manager when this Contract is within 6 months from expiration of the term as provided for hereinabove.

TENTH: If requested by the Contractor, the contract (hourly, daily, monthly, etc.) amount may, at the sole discretion of the County, be increased at the time of contract

renewal, if exercised by the County, based on the most recently published percentage change in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index (CPI) for the Los Angeles-Long Beach-Anaheim area for the 12-month period preceding the renewal date, which will be the effective date for any Cost-of-Living Adjustment (COLA). However, any increase will not exceed the general salary movement granted to County employees as determined by the Chief Executive Officer as of each July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board from approving any increase in County employee salaries, no COLA will be granted. Upon approval of COLA, a notification will be sent to the Contractor.

ELEVENTH: In the event that terms and conditions, which may be listed in the CONTRACTOR'S Proposal, conflict with the COUNTY'S specifications, requirements, and terms and conditions as reflected in this AGREEMENT including, but not limited to, Exhibits A through G, inclusive, the COUNTY'S provisions will control and be binding.

TWELFTH: The CONTRACTOR agrees in strict accordance with the Contract specifications and conditions to meet the COUNTY'S requirements.

THIRTEENTH: This Contract constitutes the entire agreement between the COUNTY and the CONTRACTOR with respect to the subject matter of this Contract and supersedes all prior and contemporaneous agreements and understandings. This CONTRACT may be signed by the Parties hereto in separate counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic signatures. Electronic signatures include facsimile or e-mail electronic signatures. Each executed counterpart will be deemed an original. All counterparts, taken together, constitute the executed Agreement.

The Parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format will be legal and binding and will have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature. Contractor and County (i) agree that an electronic signature, whether digital or encrypted, of a Party to this Agreement is intended to authenticate this writing and to have the same force and effect as a manual signature, (ii) intend to be bound by the signatures (whether original, faxed or electronic) on any document sent or delivered by facsimile or, electronic mail, or other electronic means, (iii) are aware that the other Party will rely on such signatures, and (iv) hereby waive any defenses to the enforcement of the terms of this Agreement based on the foregoing forms of signature. If this Agreement has been executed by electronic signature, all Parties executing this document are expressly consenting under the United States Federal Electronic Signatures in Global and National Commerce Act of 2000 (E-SIGN) and California Uniform Electronic Transactions Act (UETA)(Cal. Civ. Code § 1633.1, et seq.), that a signature by fax, e-mail or other electronic means will constitute an Electronic Signature to an Electronic Record under both E-SIGN and UETA with respect to this specific transaction.

//

IN WITNESS WHEREOF, the COUNTY has, by order of its Board of Supervisors, caused these presents to be subscribed by the Director of Public Works, and the CONTRACTOR has subscribed its name by and through its duly authorized officers, as of the day, month, and year first written above.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Director of Public Works

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By \_\_\_\_\_  
Deputy

\_\_\_\_\_  
Type/Print Name

EUROFINS EATON ANALYTICAL, LLC

By \_\_\_\_\_  
Its President

\_\_\_\_\_  
Type/Print Name

By \_\_\_\_\_  
Its Secretary

\_\_\_\_\_  
Type/Print Name

**PROPOSER'S UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR  
ON-CALL ENVIRONMENTAL LABORATORY SERVICES - DRINKING WATER**

**SELECTED FIRMS**

	<b>Small-Sized Business Category Proposer Name</b>	<b>Local SBE</b>	<b>SBE</b>	<b>Minority</b>	<b>Women</b>	<b>Disadvantaged</b>	<b>DisabledVet</b>	<b>LGBTQQ</b>
1	None	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	<b>Medium-Sized Business Category Proposer Name</b>							
2	None	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	<b>Large-Sized Business Category Proposer Name</b>							
3	Eurofins Eaton Analytical, LLC	N/A	N/A	N/A	N/A	N/A	N/A	N/A

**PROPOSER'S UTILIZATION PARTICIPATION AND COMMUNITY BUSINESS ENTERPRISE PROGRAM INFORMATION FOR  
ON-CALL ENVIRONMENTAL LABORATORY SERVICES - DRINKING WATER**

<b>FIRM INFORMATION*</b>		Eurofins Eaton Analytical, LLC
<b>BUSINESS STRUCTURE</b>		Limited Liability Company
<b>CULTURAL/ETHNIC COMPOSITION</b>		<b>NUMBER/% OF OWNERSHIP</b>
<b>OWNERS/PARTNER</b>	Black/African American	11
	Hispanic/Latino	42
	Asian or Pacific Islander	51
	American Indian	0
	Filipino	0
	White	115/100%
	Female (included above)	114
Total No. of Employees		219
<b>COUNTY CERTIFICATION</b>		
CBE		No
LSBE		No
<b>OTHER CERTIFYING AGENCY</b>		N/A
*Information provided by proposers in response to the Request for Proposal. On final analysis and consideration of award, vendors were selected without regard to race, creed, gender, or color.		



(/LACoBids/)

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Solicitation Detail

Solicitation Number:	BRC0000281		
Title:	On-Call Environmental Laboratory Services Programs		
Department:	Public Works		
Bid Type:	Service	Bid Amount:	\$1,335,000.00
Commodity:	TESTING SERVICES - CHEMICAL (FOR LABORATORY TESTING, SEE 962		

**Description:**

PLEASE TAKE NOTICE that Public Works requests Statement of Qualifications (SOQs) to provide various services for the On-Call Environmental Laboratory Services Programs (BRC0000281). These programs have been designed to have a potential maximum contract term of 4 years, consisting of an initial 3-year term and a potential additional one 1-year option renewals. The Request for Statement of Qualifications (RFSQ) with contract specifications, forms, and instructions for preparing and submitting SOQs may be accessed at <http://pw.lacounty.gov/brcd/servicecontracts/> or may be requested from Ms. Amber Albert at (626) 458-4199 or [aalbert@pw.lacounty.gov](mailto:aalbert@pw.lacounty.gov), or from Mr. Danny Medina at (626) 458-4080 or [dmedina@pw.lacounty.gov](mailto:dmedina@pw.lacounty.gov), Monday through Thursday, 7 a.m. to 5 p.m.

**Service Contract Group Estimated Annual Amount**

Group A: Stormwater \$300,000

Group B: Drinking Water \$1,000,000

Group C: Industrial/Hazardous Substances/Waste \$35,000

Note: Public Works intends to award multiple services contracts for each Service Contract Group identified above as A, B, and C. Proposers may submit SOQs for any combination of the three Groups. Proposers must clearly specify for which Service Contract Group(s) they are submitting a SOQ. SOQs will be evaluated and awarded independently. Each proposer whose SOQ meets the minimum mandatory requirements and receives a preliminary score of no less than 70 points in accordance with the evaluation criteria set forth herein, may be awarded a contract. The assignment of work for each Group will be in accordance with Section F (Assignment of Work) of the corresponding Scope of Work for each Group: Exhibit A.1 (Stormwater), A.2 (Drinking Water), and A.3 (Industrial/Hazardous Substances/Waste).

PLEASE CHECK THE WEBSITE FREQUENTLY FOR ANY CHANGES TO THIS SOLICITATION. ALL ADDENDA AND INFORMATIONAL UPDATES WILL BE POSTED AT <http://pw.lacounty.gov/brcd/servicecontracts>.

**"Do Business with Public Works" Website Registration**

All interested proposers for this RFSQ are strongly encouraged to register at <http://pw.lacounty.gov/general/contracts/opportunities/>. Only those firms registered for this RFSQ through the website will receive automatic notification when any update to this RFSQ is made. The County does not have an obligation to notify any proposers other than through the Public Works website's automatic notification system.

**Doing Business with Local Small Business Enterprise, Disabled Veteran Business Enterprise, and Social Enterprise**

The County strongly encourages participation from firms, primes, and subcontractors, which are certified in the County's Local Small Business Enterprise (LSBE), Disabled Veteran Business Enterprise (DVBE), and Social Enterprise (SE) Preference Programs. The County's LSBE, DVBE, and SE Preference Programs require firms to complete a certification process to receive certain benefits allowed only for LSBE, DVBE, and SE, such as a 15 percent price

preference, not to exceed \$150,000, when applicable, and LSBE Prompt Payment Program. The following link provides additional information on being County certified LSBE, DVBE, and SE: <http://dcba.lacounty.gov>.

Minimum Mandatory Requirements: At the time of SOQs submission, proposers must meet all minimum requirements set forth in the RFSQ documents including, but not limited to:

IMPORTANT: Each minimum requirement listed below must be met by the proposing entity.

1. Proposer and subcontractor(s), if any, must have a minimum of 5 years of experience testing the following based on Service Contract Group:

Service Contract Group Testing Requirement

Group A: Stormwater Wastewater and stormwater samples for constituents as listed in Form PW-2.A, Schedule of Prices.

Group B: Drinking Water Drinking water samples for constituents as listed in Form PW-2.B, Schedule of Prices.

Group C: Industrial/Hazardous Substances/Waste Industrial wastewater discharges and soil samples for constituents as listed in Form PW-2.C, Schedule of Prices.

2. Proposer must have a sampling receiving site and a stationary laboratory located in Los Angeles County to receive the samples. Subcontractors, if any, do not need to have an office and stationary laboratory located in Los Angeles County.

3. Proposer and subcontractors, if any, performing water quality testing must submit proof of active and valid accreditation by the California State Water Resources Control Board's Environmental Laboratory Accreditation Program and include the associated Accredited Fields of Testing list. Proposer or subcontractor(s) must also be certified to test for fifth Unregulated Contaminant Monitoring Rule (UCMR 5) contaminants. Subcontractor's address listed in the Environmental Laboratory Accreditation Program certification do not need to be located in Los Angeles County.

There will be no Proposers' Conference for this solicitation. The deadline to submit written questions for a response is Thursday, December 29, 2022, by or before 5 p.m.

The deadline to submit SOQs is Tuesday, January 11, 2023, at 5:30 p.m. Please direct your questions to Ms. Albert or Mr. Medina.

IMPORTANT NOTICE Submission of SOQs will only be accepted electronically using BidExpress or electronic SOQs via universal serial bus drive or compact disk to the Cashiers Office in Public Works Headquarters located on the Mezzanine Floor, 900 South Fremont Avenue, Alhambra, California 91803. Submission of hard copy SOQs will not be accepted.

**SOQs MUST BE SUBMITTED ELECTRONICALLY USING THE FOLLOWING METHOD:**  
Electronic Submission of SOQs

In lieu of submitting electronic SOQs to the Cashier's Office, you may submit SOQs electronically on [www.bidexpress.com](http://www.bidexpress.com), a secure online bidding service website.


To submit your SOQs electronically, register with BidExpress, prior to the due date above. A new registration page must be signed, notarized, and received by BidExpress customer support for processing before the due date. An Infotech/BidExpress Set-up Guide is included as Attachment 6 for reference. There is a nominal service fee to use BidExpress.

Please note, each upload of file in BidExpress is limited to 10 MB per file up to 50 files for a total of 500 MB. Proposers shall plan ahead and allow sufficient time to account for the registration and file size limitations before the SOQs submission deadline to complete the uploading of SOQ files. If proposer submits a SOQ through BidExpress, proposer should not send hard copies, compact disc, or any other materials to the County via mail.

SOQs received after the closing date and time specified in this Notice of RFSQ will be rejected by Public Works as nonresponsive.

The County reserves the right to cancel this RFSQ at any time at its sole discretion. In the event of any such rejection of SOQs or cancellation of this solicitation, the County will not be liable for any costs incurred in connection with proposers' preparation and submittal in response to this RFSQ.

Less

<b>Open Day:</b>	12/20/2022	<b>Close Date:</b>	3/29/2023 5:30:00 PM
<b>Contact Name:</b>	Amber Albert	<b>Contact Phone:</b>	(626) 458-4199
<b>Contact Email:</b>	aalbert@pw.lacounty.gov		
<b>Last Changed On:</b>	3/1/2023 8:43:27 AM		
<b>Attachment File (0) :</b>	<div>  Click here to download attachment files. </div>		



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# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input checked="" type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Public Works	
<b>SUBJECT</b>	Annexation and Levying of Assessments for County Lighting Districts, Negotiated Exchange of Property Tax Revenues, Petition 5-323, Ramona	
<b>PROGRAM</b>	County Street Lighting Districts	
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	December 12, 2023, Public Hearing (The developer of Tract 65934 is requesting that the annexation be completed by fall 2023).	
<b>COST &amp; FUNDING</b>	Total cost: \$187	Funding source: County Lighting Maintenance District 1687 (Fund F46)
	TERMS (if applicable):	
	Explanation: The estimated annual cost to operate and maintain the streetlight in the annexed territory is \$187. Sufficient funding will be included in the Fiscal Year 2025-26 budget.	
<b>PURPOSE OF REQUEST</b>	The proposed annexation of the petition area to the County Lighting Districts will provide funding for operation and maintenance of a new streetlight.	
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	<ul style="list-style-type: none"> <li>• The Board previously approved and filed Petition No. 5-323 and ordered Public Works to prepare an Engineer's Report for the petitioned area.</li> <li>• The proposed annexation and levy of assessments, as well as exchange of property tax with other taxing agencies, will provide funding for the operation and maintenance of a new streetlight to be installed by Tract 65943.</li> <li>• Proposition 218 assessment ballot and notice of the public hearing will be mailed to the affected property owners 45 days in advance of the December 12, 2023, hearing.</li> <li>• Provided there is no majority protest, the Board may adopt a resolution ordering the levying of assessments in Fiscal Year 2025-26 upon conclusion of the public hearing.</li> </ul>	
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability: Approval of the annexation provides the funding necessary for the operation and maintenance of the new streetlight.	
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Steve Burger, Deputy Director, (626) 458-4018, <a href="mailto:sburger@pw.lacounty.gov">sburger@pw.lacounty.gov</a>	



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

October 17, 2023

IN REPLY PLEASE  
REFER TO FILE:

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:

**TRANSPORTATION CORE SERVICE AREA  
ANNEXATION AND LEVYING OF ASSESSMENTS FOR  
COUNTY LIGHTING DISTRICTS  
NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES  
PETITION NO. 5-323  
RAMONA  
(SUPERVISORIAL DISTRICT 1)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval and authorization to (1) annex Petition No. 5-323 (Tract 65943) located in the unincorporated area of Ramona to County Lighting Maintenance District 1687 and County Lighting District Landscaping and Lighting Act-1, Unincorporated Zone; (2) order the levying of assessments for street lighting purposes; and (3) approve the negotiated exchange of property tax revenues among those nonexempt taxing agencies whose service areas are subject to jurisdictional changes.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act for the reasons stated in this letter and record of the action.

2. Approve the Engineer's Report for Petition No. 5-323 (Tract 65943), either as filed or as modified, for the annexation of territory to County Lighting Maintenance District 1687 and County Lighting District Landscaping and Lighting Act-1, Unincorporated Zone, and the levying of assessments within the annexed territory for street lighting purposes. The proposed annexation area is located in the unincorporated area of Ramona.
3. Adopt the Resolution of Intention to Annex Territory to County Lighting Maintenance District 1687 and County Lighting District Landscaping and Lighting Act-1, Unincorporated Zone; and Order the Levying of Assessments within the Annexed Territory for Fiscal Year 2025-26 whose area and boundary is identified on the diagram included in the resolution.
4. Set a date for a public hearing regarding the proposed annexation and levying of annual assessments within the annexed territory for street lighting purposes based on the approved Engineer's Report, which establishes assessments for the petition area based on land use type with an annual base assessment rate for a single-family residence of \$5 for the Unincorporated Zone of County Lighting District Landscaping and Lighting Act-1.
5. Instruct the Executive Officer of the Board to cause notice of the public hearing by mail at least 45 days prior to the scheduled public hearing date of Tuesday, December 12, 2023, pursuant to Section 53753 of the California Government Code. The mailed notices will include assessment ballots.
6. Instruct the Executive Officer of the Board to cause notice of the public hearing to be posted in three conspicuous places within the territory to be annexed and to publish the notice of public hearing once a week for two successive weeks in a newspaper of general circulation. Such posting and publication to be completed at least 10 days prior to the date of hearing pursuant to the California Streets and Highways Code Section 5838.

**AFTER THE PUBLIC HEARING, IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the annexation and assessments are for the purposes of meeting operating expenses; purchasing supplies, equipment, or materials; meeting financial reserve needs and requirements; and obtaining funds for capital projects, including the operation and maintenance of streetlight(s) necessary to maintain service within the proposed annexation territory.

2. Order changes, if needed, in any matter provided in the Engineer's Report, including changes in the improvements, the proposed diagram, and/or proposed assessments.
3. Order the tabulation of assessment ballots submitted, and not withdrawn, in support of or in opposition to the proposed assessments.
4. Determine whether a majority protest against the proposed annexation or assessments exists.
5. Make a finding terminating the annexation, levying of assessments, and property tax transfer proceedings in this petition territory where the proposed annexation and levying of assessments have been rejected as a result of a majority protest and refer the matter back to Public Works.
6. If there is no majority protest against the proposed annexation or assessments:
  - a. Adopt the Resolution Ordering Annexation of Territory to County Lighting Maintenance District 1687 and County Lighting District Landscaping and Lighting Act-1, Unincorporated Zone, confirming a Diagram and Assessment and the Levying of Assessments within the Annexed Territory for Fiscal Year 2025-26, either as proposed or as modified by the Board. The adoption of the resolution ordering annexation shall constitute the levying of assessments in Fiscal Year 2025-26.
  - b. Adopt the joint resolutions between the Board and other taxing agencies approving and accepting the negotiated exchange of property tax revenues resulting from the annexation of territory to County Lighting Maintenance District 1687 as approved by the nonexempt taxing agencies.

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

This action will ensure that residents of the future housing development will have properly maintained street lighting for their community.

Approval of the recommended actions will find that the project is exempt from the California Environmental Quality Act (CEQA) Guidelines and allow the Board to: (1) annex the territory known as Petition No. 5-323 (Tract 65943) to County Lighting Maintenance District (CLMD) 1687 and County Lighting District (CLD) Landscaping and Lighting Act-1 (LLA-1), Unincorporated Zone (collectively, County Lighting Districts);

(2) levy assessments in Fiscal Year 2025-26 on each lot or parcel lying within the proposed annexed territory based on land use categories that designate usage units on the basis of benefits received; and (3) approve the exchange of property tax revenues between CLMD 1687 and other nonexempt taxing entities subject to the jurisdictional changes.

The developer/property owner for Tract 65943 has signed a petition to annex the approved tentative subdivision project to the County Lighting Districts. The proposed annexation, levy of assessments, and exchange of property tax revenues provide the necessary funding for the operation and maintenance of a new streetlight to be installed by Tract 65943. The proposed assessment rates for the subdivision development will be an annual assessment of \$5 per single-family residence within the Unincorporated Zone with proportionately higher rates for other land uses.

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

These recommendations support the County Strategic Plan: Strategy II.2, Support the Wellness of our Communities and Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability. The recommended actions will allow for the installation of a streetlight in the community and provide funding necessary for its operation and maintenance. These efforts will enhance roadway safety, encourage pedestrians to utilize our sidewalks, increase safety and security of people and property, and improve the quality of life in the County.

### **FISCAL IMPACT/FINANCING**

The estimated annual cost for the operation and maintenance of a new streetlight within the annexed territory is \$187. Sufficient funding will be included in CLMD 1687 Fund (F46 – Services and Supplies) Fiscal Year 2025-26 Budget.

In subsequent years, the ongoing operation and maintenance cost of the streetlight within the annexed territory will be funded by the CLMD's share of ad valorem property taxes, supplemented by assessments annually approved by the Board from property owners within this annexed territory. Adoption of the joint resolutions will result in a minimal property tax growth transfer from the affected taxing entities to CLMD 1687, including the following taxing entities governed by the Board: The County General Fund, Los Angeles County Public Library, Road Maintenance District 1, Los Angeles County Flood Control Drainage Improvement Maintenance District, Los Angeles County Flood Control District, and the Consolidated Fire Protection District of Los Angeles County.

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

The Board previously approved and filed Petition No. 5-323; adopted a resolution initiating proceedings for the annexation of territory to CLMD 1687; and ordered the Director of Public Works to prepare and file an Engineer's Report for the petitioned territory. The enclosed Engineer's Report was prepared in response to that directive (Enclosure A).

Under California Government Code Section 53753, it is necessary to follow the procedure for levying of assessments previously authorized by the Board, including the distribution, receipt, and tabulation of ballots at a public hearing. A ballot will be mailed to each property owner within the annexation territory. The assessments will only be levied if the weighted majority of the returned ballot is in favor of the assessments.

The enclosed Resolution of Intention to Annex Territory (Enclosure B) must be adopted to set a date for the required public hearing. The Board, at the close of the public hearing, may delay its determination regarding the annexation and levying of assessments until a later date, continue the public hearing to receive further testimony, or make a determination regarding the annexation and/or assessments. The approval of the enclosed Resolution Ordering Annexation (Enclosure C), the levying of assessments, and exchange of property tax revenues are required to provide the necessary funding for the operation and maintenance of the streetlight in the annexed territory.

The California Revenue and Taxation Code Section 99.01(a)(4) provides that affected agencies must approve and accept the negotiated exchange of property tax revenues by resolution. The joint resolutions approving and accepting the negotiated exchange of property tax revenues have been approved by nonexempt taxing agencies and are enclosed for your consideration (Enclosure D).

The boundary of the proposed annexation has been reviewed and approved by Public Works and the Assessor in accordance with the requirements of California Government Code Section 58850 et seq. and is on file with Public Works. A copy of the diagram showing the boundary of proposed annexation area is included in the Engineer's Report prepared for the petition area.

Following the Board's approval of the resolutions for the annexation, levying of assessments, and exchange of property tax revenues, Public Works will file the statement of boundary changes with the State Board of Equalization as required by California Government Code Section 54900 et seq. The resolutions have been approved as to form by County Counsel.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed project is exempt from CEQA. Adoption of the proposed resolution annexing territory to CLMD 1687 and CLD LLA-1, Unincorporated Zone, will provide the necessary funding for the operation and maintenance of streetlights for the purpose of meeting operating expenses and is exempt from CEQA pursuant to Section 21080(b)(8) of the California Public Resource Code and Section 15273(a) of the State CEQA Guidelines based upon the written findings incorporated in the record setting forth the basis of the exemption with specificity.

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

The annexation of territory to the County Lighting Districts will result in street lighting for this area and will have no impact on other services or projects.

## **CONCLUSION**

Please return one adopted copy of this letter and the signed resolutions to Public Works, Traffic Safety and Mobility Division. Also, please forward one adopted copy of the letter and resolutions to the Assessor, Ownership Services Section, and one to the Auditor-Controller, Tax Division.

Respectfully submitted,

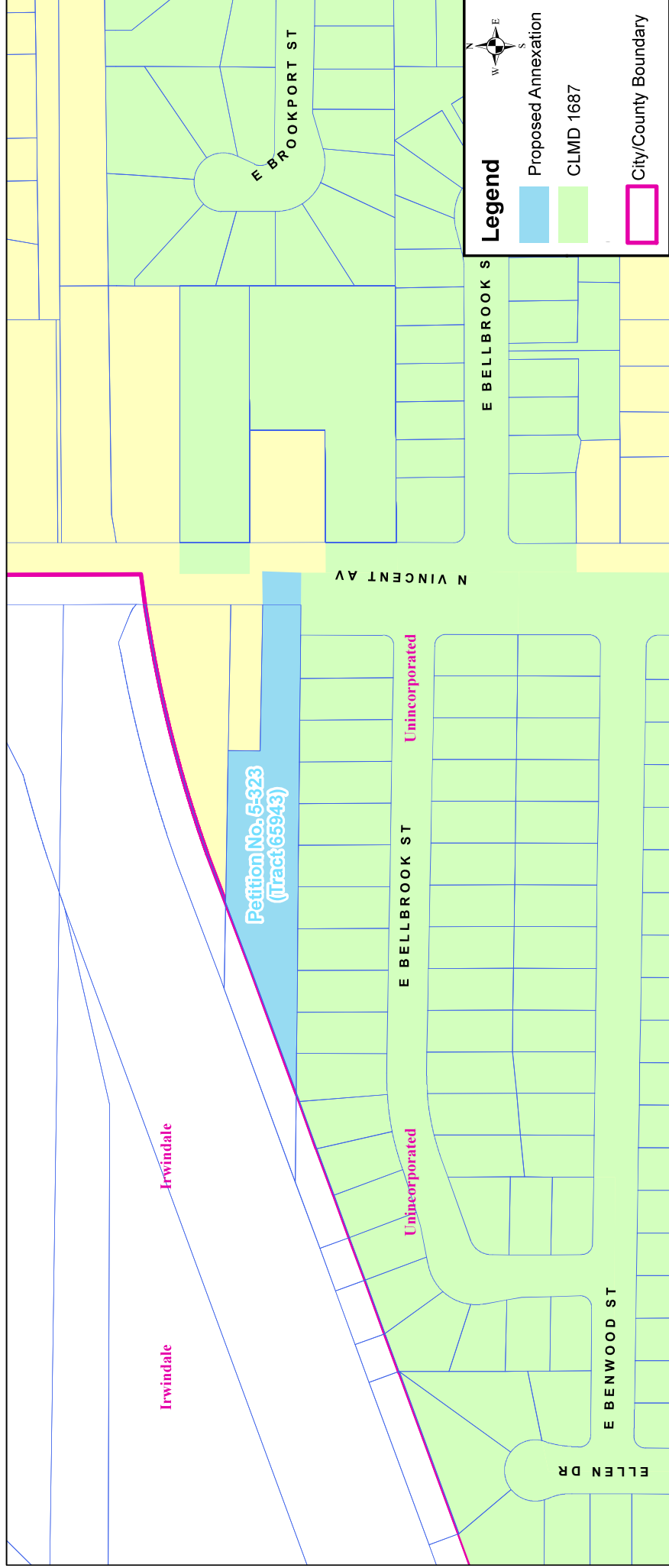
MARK PESTRELLA, PE  
Director of Public Works

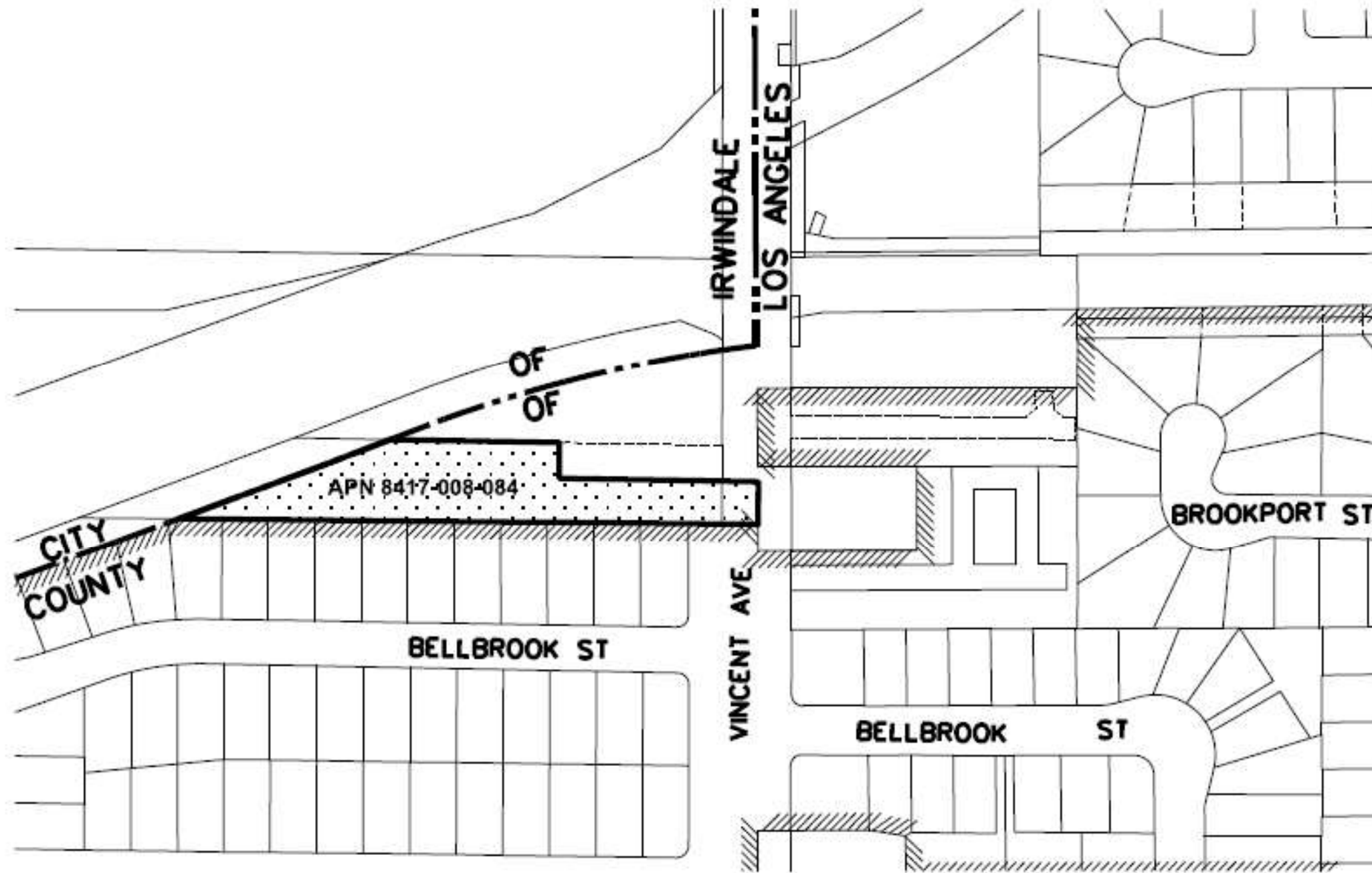
MP:EK:ca

Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office  
Assessor (Sonia Carter Baltazar)  
Auditor-Controller (Linda Santillano)

# PROPOSED ANNEXATION TO COUNTY LIGHTING DISTRICTS SUPERVISORIAL DISTRICT 1





<b>TRA</b>
<b>3097</b>

## LEGEND

- PROPOSED ANNEXATION AREA
- EXISTING LIGHTING MAINTENANCE DISTRICT 1687
- CITY/COUNTY BOUNDARY

PROPOSED ANNEXATION TO COUNTY LIGHTING  
MAINTENANCE DISTRICT 1687 AND COUNTY LIGHTING  
DISTRICT LLA-1, UNINCORPORATED

## PETITION NO 5-323 (TR 65943)

LOS ANGELES COUNTY PUBLIC WORKS  
TRAFFIC SAFETY AND MOBILITY DIVISION  
STREET LIGHTING SECTION

**VINCENT AVENUE**  
**NORTH OF BELLBROOK STREET**  
**RAMONA AREA**

Revised By	Scale	Design By	Sup. Dist.	T.G.
	NOT TO SCALE	TT	5	598-G3
Recommended By	Tigist Desta		Date	3/18/2023
Approved By	Joaquin Herrera		Date	3/18/2023

**LOS ANGELES COUNTY PUBLIC WORKS  
ENGINEER'S REPORT  
PETITION NO. 5-323 (TRACT 65943)**

On August 8, 2023 Item \_\_\_\_\_, the County of Los Angeles Board of Supervisors adopted a resolution initiating proceedings for the annexation of territory to County Lighting Maintenance District (CLMD) 1687 and County Lighting District (CLD) Landscaping and Lighting Act-1 (LLA-1), Unincorporated Zone, pursuant to the California Streets and Highways Code Landscaping and Lighting Act of 1972, for the purpose of providing for the cost of operation and maintenance of a new streetlight on concrete pole with underground wiring within the territory proposed for annexation, as shown on the diagram, plan, and specifications attached hereto. In addition, Public Works was ordered to prepare and file an Engineer's Report in accordance with Section 22565 et seq. of the California Streets and Highways Code and Article XIII D, Section 4(b), of the California Constitution. This report was prepared in response to that directive.

The property owner has agreed to pay for the installation cost of the street lighting system for Petition No. 5-323 fronting the benefited Tract 65943. The annual operating cost of \$187 for the new streetlight will be funded by CLMD 1687 and CLD LLA-1, Unincorporated Zone. An annual assessment for the operation and maintenance of the streetlight of \$5 per parcel for a single-family home with proportionately higher assessments for other land uses, based on the approved Fiscal Year (FY) 2023-24 Annual Engineer's Report for CLD LLA-1, is proposed to be added to the FY 2025-26 tax bill of the property owner whose parcels lie within the boundary of Petition No. 5-323 (Tract 65943). Each year thereafter, an annual assessment for the operation and maintenance cost of the streetlight, approved by the Board of Supervisors, will be added to the property tax bill.

With the passage of Proposition 218 (the Right to Vote on Taxes Act) by the California voters in November 1996, the levying of an assessment is now subject to certain provisions under Article XIII D of the California Constitution. This report conforms with the applicable provisions of Proposition 218.

CLMD 1687 is an established street lighting district and was fully funded from ad valorem property taxes prior to the passage of Proposition 13 (The People's Initiative to Limit Property Taxation) in 1978, which limits the maximum amount of ad valorem tax on real property. The ad valorem property taxes received under the guidelines established by the State Legislature subsequent to the passage of this amendment are not sufficient to pay the cost of the street lighting in the district. Therefore, CLD LLA-1 was formed under the Landscaping and Lighting Act of 1972 (Section 22585 et seq.) to provide supplemental funding.

The Landscaping and Lighting Act provides for the assessment of street lighting cost against the benefited properties within the lighting district in proportion to the benefits received. A method of distributing the street lighting costs on the basis of land use and land-use data compiled by the Assessor was approved by the Board of Supervisors on

May 22, 1979, and amended on July 22, 1997, to include government-owned or -leased parcels. This report showing the approved method and the assessment units to be assessed on the various types of lots and parcels based on land usage is on file in the Executive Office of the Board of Supervisors and is made a part hereof by reference.

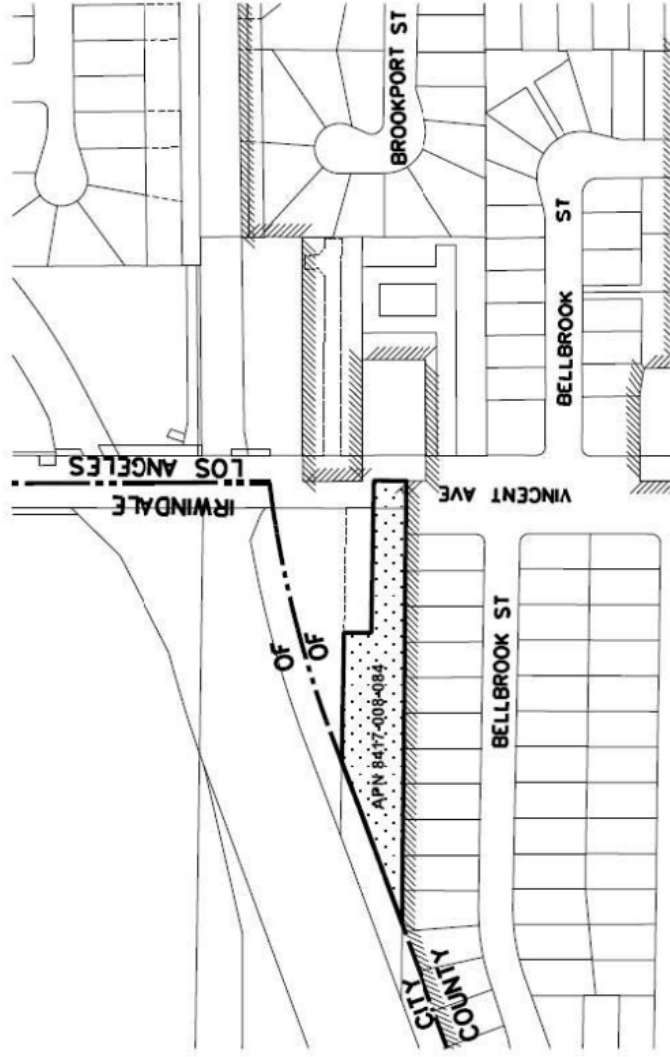
The FY 2023-24 Annual Engineer's Report, which lists the base rate assessment for all zones within CLD LLA-1 and the total assessment amount to be collected from benefited parcels in each zone based on land use is on file with Public Works and is made a part hereof by reference.

The affected parcel of real property is shown in Appendix A, included herein. The parcel is more particularly described in a map prepared in accordance with Section 327 of the California Revenue and Taxation Code, which is on file in the office of the Assessor and is made a part hereof by reference.

We believe that it would be in the public interest to provide for the operation and maintenance of the streetlight in the designated territory as requested by the signer of Petition No. 5-323 (Tract 65943).

[illegible]

TRA
3097



# LEGEND

- PROPOSED ANNEXATION AREA
- EXISTING LIGHTING MAINTENANCE DISTRICT 1687
- CITY/COUNTY BOUNDARY
- PROPOSED ANNEXATION TO COUNTY LIGHTING MAINTENANCE DISTRICT 1687 AND COUNTY LIGHTING DISTRICT LLA-1, UNINCORPORATED

## PETITION NO 5-323 (TR 65943)

LOS ANGELES COUNTY PUBLIC WORKS TRAFFIC SAFETY AND MOBILITY DIVISION STREET LIGHTING SECTION			
VINCENT AVENUE NORTH OF BELLBROOK STREET RAMONA AREA			
Revised By	Design By	Drawn By	Id
NOT TO SCALE	TT	5	598-G3
Recommended By	Approved By	Date	
<i>Ignacio Perea</i>	<i>Joselyn Herrera</i>	3/18/2023	

**LOS ANGELES COUNTY PUBLIC WORKS  
ENGINEER'S REPORT  
PETITION NO. 5-323 (TRACT 65943)**

The following is a listing of the parcel of real property within the proposed annexation boundary using the Assessor's designation for the parcel.

Assessor's Parcel Number

8417-008-084

**COUNTY OF LOS ANGELES BOARD OF SUPERVISORS  
RESOLUTION OF INTENTION TO ANNEX TERRITORY TO  
COUNTY LIGHTING MAINTENANCE DISTRICT 1687, AND  
COUNTY LIGHTING DISTRICT LANDSCAPING AND LIGHTING ACT-1,  
UNINCORPORATED ZONE, AND ORDER THE LEVYING OF ASSESSMENTS  
WITHIN THE ANNEXED TERRITORY FISCAL YEAR 2025-26  
PETITION NO. 5-323 (TRACT 65943)**

WHEREAS, the County of Los Angeles Board of Supervisors previously approved and filed Petition No. 5-323 (Tract 65943) located in the unincorporated area requesting annexation of territory to County Lighting Maintenance District 1687 and County Lighting District Landscaping and Lighting Act-1 (LLA-1), Unincorporated Zone, to provide for the operation and maintenance of streetlights within the annexed territory and assessments for the costs thereof; and

WHEREAS, the Board of Supervisors on \_\_\_\_\_, approved the Engineer's Report for said territory, which contains descriptions of the estimated operating cost, diagram of the territory to be annexed, and recommended assessments as required by law.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Los Angeles, State of California, that:

SECTION 1. The public interest and convenience require, and it is the intention of the Board of Supervisors to order the benefited territory herein after described, all of which territory lies in the Los Angeles County, be annexed to County Lighting Maintenance District 1687 pursuant to California Streets and Highways Code Section 5837.

SECTION 2. The public interest and convenience require, and it is the intention of the Board of Supervisors to order the benefited territory be annexed to County Lighting District LLA-1, Unincorporated Zone, pursuant to California Streets and Highways Code Section 22605.

SECTION 3. The public interest and convenience require and it is the intention of the Board of Supervisors to order the expense necessary for the operation, maintenance, repairs, replacement, electric current, care, supervision, and all other items necessary for the proper operation and maintenance of the street lighting system proposed within the annexed territory shall be assessed in Fiscal Year (FY) 2025-26 upon each lot or parcel of land lying within the annexed territory in proportion to the estimated benefit received from the proposed street lighting improvements and which should be assessed to pay the expenses of the operation and maintenance of said improvements. An annual Engineer's Report, approved by the Board of Supervisors each fiscal year, establishes the annual base rate assessment for all zones within County Lighting District LLA-1. For FY 2023-24, the annual base rate assessment for the Unincorporated Zone is \$5 for a single-family residence, with proportionately higher assessment rates for other land uses.

This annual assessment for the operation and maintenance of streetlights is proposed to be added to the property tax bill of benefited parcels within the boundary of County Lighting District LLA-1, Unincorporated Zone, in FY 2025-26. Each year thereafter, an assessment for operation and maintenance costs approved by the Board will be added to the property tax bill.

The Engineer's Report prepared for the petitioned territory contains a full and detailed description of the proposed improvements, a description of the lots or parcels of land to be annexed, the estimated cost of operation and maintenance, a diagram of the territory to be annexed, and the recommended assessment on each lot or parcel of land included therein.

SECTION 4. The boundary of the territory proposed for annexation consists of the area shown on the attached map.

SECTION 5. The proposed assessments are subject to majority approval of the property owners. A ballot and public hearing notice will be sent to the property owners within the area proposed for annexation at least 45 days prior to the date of the public hearing in the form and manner specified by California Government Code Section 53753. The ballots will be weighted by the amount of assessments to be paid by each property owner. The territory will not be annexed, and the proposed assessments will be abandoned if the weighted majority of ballots submitted are opposed to the assessments.

SECTION 6. The amounts to be assessed for the expense of such operation and maintenance of the work or improvements described above shall be levied and collected in the same manner and by the same officers as taxes for County purposes.

SECTION 7. Proceedings for the levying of assessments shall be taken in accordance with the Landscaping and Lighting Act of 1972 (California Streets and Highways Code Division 15, Part 2) and California Government Code Section 53753.

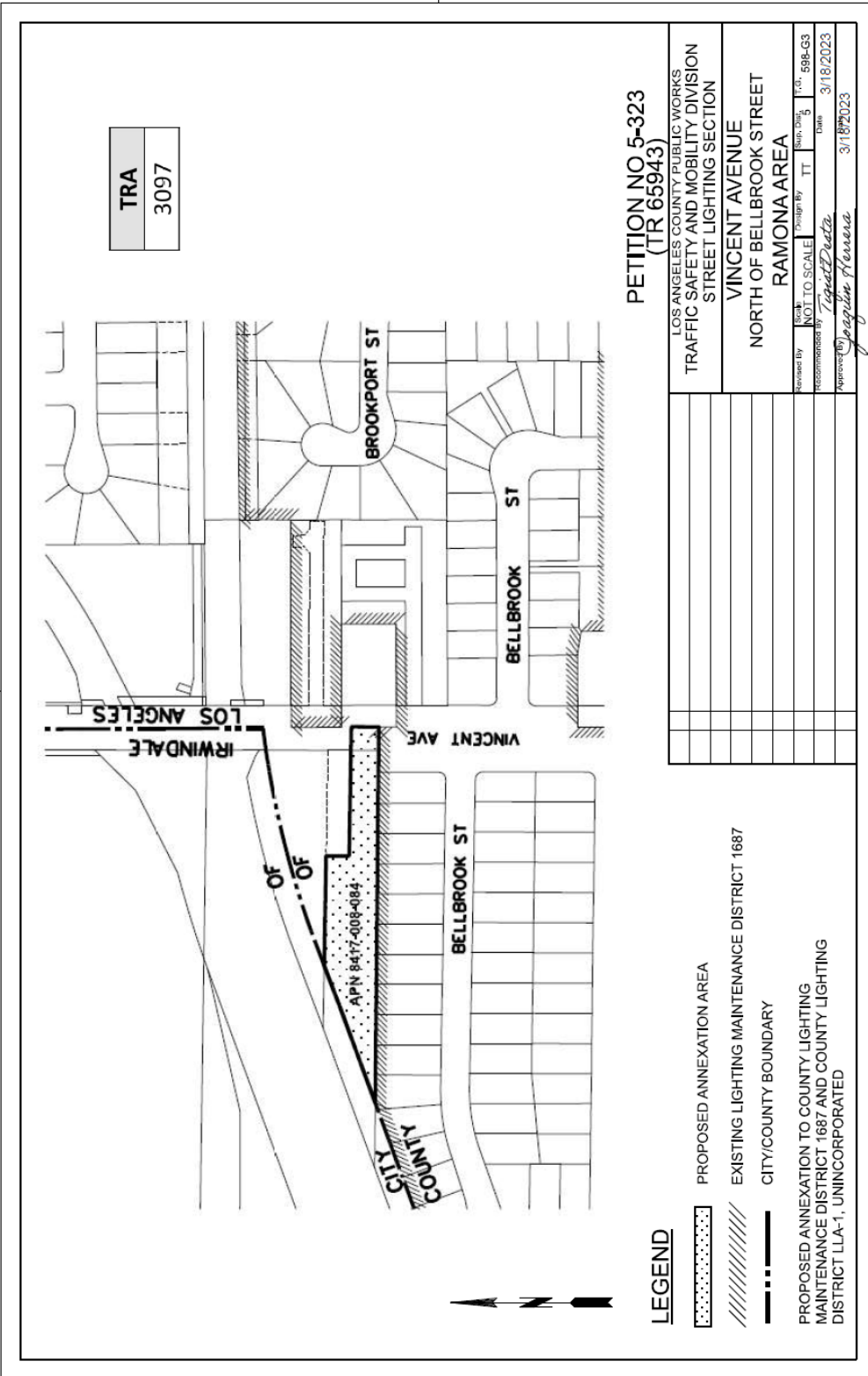
SECTION 8. A public hearing will be held by the Board of Supervisors to consider the annexation of territory to County Lighting Maintenance District 1687 and County Lighting District LLA-1, Unincorporated Zone, and the levying of assessments within the territory proposed to be annexed. Said hearing will be held on Tuesday, December 12, 2023, at 9:30 a.m., at the Chambers of the Board of Supervisors of the County of Los Angeles, in Room 381B of the Kenneth Hahn Hall of Administration, 500 West Temple Street (corner of Temple Street at Grand Avenue), Los Angeles, California 90012.

SECTION 9. The Executive Officer of the Board of Supervisors shall give notice of the public hearing, in the form and manner specified in California Streets and Highways Code Section 5838, to be published once a week for two successive weeks in the \_\_\_\_\_, a newspaper published and circulated in Los Angeles

County, which is hereby designated for that purpose. Such publication to be completed at least 10 days prior to the date of said hearing.

SECTION 10. The Executive Officer of the Board of Supervisors shall cause notice of said hearing to be posted in the form and manner specified by California Streets and Highways Code Section 5838 at least 10 days prior to date of hearing.

[illegible]



The foregoing Resolution was adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the Board of Supervisors of the County of Los Angeles and ex-officio the governing body of all other special assessments and taxing districts, agencies, and authorities for which said Board so acts.

CELIA ZAVALA  
Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By  for Talin Halabi  
\_\_\_\_\_  
Senior Deputy County Counsel

**COUNTY OF LOS ANGELES BOARD OF SUPERVISORS  
RESOLUTION ORDERING ANNEXATION OF TERRITORY TO  
COUNTY LIGHTING MAINTENANCE DISTRICT 1687 AND  
COUNTY LIGHTING DISTRICT LANDSCAPING AND LIGHTING ACT-1,  
UNINCORPORATED ZONE, CONFIRMING A DIAGRAM AND ASSESSMENT,  
AND LEVYING OF ASSESSMENTS WITHIN THE ANNEXED TERRITORY  
FOR FISCAL YEAR 2025-26  
PETITION NO. 5-323 (TRACT 65943)**

WHEREAS, the County of Los Angeles Board of Supervisors previously approved and filed Petition No. 5-323 (Tract 65943), requesting annexation of territory to County Lighting Maintenance District 1687 and County Lighting District Landscaping and Lighting Act-1 (LLA-1), Unincorporated Zone, to provide for the operation and maintenance of streetlights within the annexed territory and assessments for the costs thereof; and

WHEREAS, the Board of Supervisors on \_\_\_\_\_, has approved the Engineer's Report, which identifies the diagram, improvements, assessments, plans and specifications, and other pertinent data for the petitioned territory, and adopted a Resolution of Intention to Annex Territory to County Lighting Maintenance District 1687 and County Lighting District LLA-1, Unincorporated Zone, and Order the Levying of Assessments within the Annexed Territory for Fiscal Year 2025-26; and fixed a time for hearing Petition No. 5-323 (Tract 65943), and the protests of interested persons; and

WHEREAS, the Executive Officer of the Board of Supervisors did cause the notice of public hearing to be mailed to the property owners within the territory subject to the proposed annexation at least 45 days prior to the date set for hearing; and

WHEREAS, Public Works has mailed assessment ballots and notices to the property owners of identified parcels within the territory proposed for annexation pursuant to California Government Code Section 53753 to indicate support or opposition on the matter of the assessment; and

WHEREAS, the Executive Officer of the Board of Supervisors did cause the notice of the public hearing to be posted in three conspicuous places within the territory to be annexed and did give notice of the public hearing by publishing once a week for two successive weeks in a newspaper of general circulation; and

WHEREAS, said Board of Supervisors has heard all testimony and evidence with regard to the annexation and levy of assessments and has tabulated returned assessment ballots concerning the proposed assessments and has found that no majority protest exists.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Los Angeles, that:

SECTION 1. Petition No. 5-323 (Tract 65943) for annexation of territory hereinafter described to County Lighting Maintenance District 1687 and County Lighting District LLA-1, Unincorporated Zone, was signed by the property owners representing 100 percent of the area proposed to be annexed.

SECTION 2. The Board of Supervisors hereby finds that the public interest and convenience require the operation and maintenance of the street lighting improvements within the territory proposed for annexation and hereby grants the petition.

SECTION 3. The Board of Supervisors hereby orders the annexation of territory listed in Attachment A to County Lighting Maintenance District 1687 and County Lighting District LLA-1, Unincorporated Zone, with the exception where a majority protest exists.

SECTION 4. The Board of Supervisors hereby determines that the territory identified will benefit by the annexation to County Lighting Maintenance District 1687 and County Lighting District LLA-1, Unincorporated Zone, and hereby orders the boundary of said districts be altered to include said benefited territory.

SECTION 5. The Diagrams and Assessments, as set forth in the Engineer's Report or as modified, are hereby approved, confirmed, and adopted by this Board.

SECTION 6. The Director of Public Works or his designee shall authorize the operation and maintenance of the street lighting improvements indicated in the Engineer's Report.

SECTION 7. The adoption of this resolution constitutes the levying of assessments on benefited parcels identified in the Engineer's Report and located within Petition No. 5-323 (Tract 65943) for the fiscal year commencing July 1, 2025, and ending June 30, 2026, for the operation and maintenance of streetlights located therein.

SECTION 8. The amounts to be assessed for the expense of the operation and maintenance of the improvements, as described in said Engineer's Report and resolution of intention, shall be levied and collected in the same manner and by the same officers as taxes for County purposes are levied and collected and shall be disbursed and expended for operation and maintenance of said improvements, all as described in the Engineer's Report and in the Resolution of Intention.

SECTION 9. The Executive Officer of the Board is hereby ordered and directed to file a certified copy of the Engineer's Report, which include the lighting district diagram and assessments together with a certified copy of this resolution upon its adoption with the County Assessor, Ownership Services Section, and with the Auditor-Controller, Tax Division.

# PROPOSED ANNEXATION AND LEVYING OF ASSESSMENTS LOS ANGELES COUNTY PUBLIC WORKS

[illegible]

The foregoing Resolution was adopted on the \_\_\_\_\_ day of \_\_\_\_\_ 2023, by the Board of Supervisors of the County of Los Angeles and ex-officio of the governing body of all other special assessments and taxing districts, agencies, and authorities for which said Board so acts.

CELIA ZAVALA  
Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By  for Talin Halabi  
Senior Deputy County Counsel

WHEREAS, the Board of Supervisors of the County of Los Angeles, acting on behalf of the County Lighting Maintenance District (CLMD) 1687, Los Angeles County General Fund, Los Angeles County Public Library, Los Angeles County Road District 1, the Consolidated Fire Protection District of Los Angeles County, Los Angeles County Flood Control Drainage Improvement Maintenance District, and Los Angeles County Flood Control District; the Board of Directors of the County Sanitation District No. 22 of Los Angeles County; and the Board of Directors of the Upper San Gabriel Valley Municipal Water District have determined that the amount of property tax revenue to be exchanged between their respective agencies as a result of the annexation proposal identified as Petition No. 5-323 (Tract 65943) to CLMD 1687 is as shown on the attached Property Tax Transfer Resolution Worksheet.

[illegible]

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues between the CLMD 1687, Los Angeles County General Fund, Los Angeles County Public Library, Los Angeles County Road District 1, the Consolidated Fire Protection District of Los Angeles County, Los Angeles County Flood Control Drainage Improvement Maintenance District, Los Angeles County Flood Control District, the County Sanitation District No. 22 of Los Angeles County, and the Upper San Gabriel Valley Municipal Water District resulting from the annexation of Petition No. 5-323 (Tract 65943) to CLMD 1687 is approved and accepted.

2. For fiscal years commencing on or after July 1, 2024, or the July 1 after the effective of this jurisdictional change, whichever is later, the property tax revenue increment generated from the area within Petition No. 5-323 (Tract 65943), Tax Rate Area 03097, shall be allocated to the affected agencies as indicated on the Property Tax Transfer Resolution Worksheet.

3. No transfer of property tax revenues other than those specified in Paragraph 2 shall be made as a result of the annexation of Petition No. 5-323 (Tract 65943).

4. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect, thus, producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

PASSED, APPROVED, AND ADOPTED this 24<sup>th</sup> day of May 2023, by the following vote:

AYES: Eleven (11)  
NOES: None  
ABSENT: Three (3)  
ABSTAIN: None

Kimberly S. Christensen  
Secretary

MAY 24 2023  
Date

COUNTY SANITATION DISTRICT NO. 22  
OF LOS ANGELES COUNTY

By [Signature]  
Chairperson, Board of Directors

**JOINT RESOLUTION OF  
THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES,  
THE BOARD OF DIRECTORS OF THE COUNTY SANITATION DISTRICT NO. 22 OF  
LOS ANGELES COUNTY AND THE BOARD OF DIRECTORS OF THE UPPER SAN  
GABRIEL VALLEY MUNICIPAL WATER DISTRICT APPROVING AND ACCEPTING  
THE NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING  
FROM ANNEXATION OF PETITION NO. 5-323 (TRACT 65943)  
TO COUNTY LIGHTING MAINTENANCE DISTRICT 1687**

WHEREAS, pursuant to Section 99.01 of the California Revenue and Taxation Code, prior to the effective date of any jurisdictional change that will result in a special district providing one or more services to an area where those services have not previously been provided by any local agency, the special district and each local agency that receives an apportionment of property tax revenue from the area must negotiate an exchange of property tax increment generated in the area subject to the jurisdictional change and attributable to those local agencies; and

WHEREAS, the Board of Supervisors of the County of Los Angeles, acting on behalf of the County Lighting Maintenance District (CLMD) 1687, Los Angeles County General Fund, Los Angeles County Public Library, Los Angeles County Road District 1, the Consolidated Fire Protection District of Los Angeles County, Los Angeles County Flood Control Drainage Improvement Maintenance District, and Los Angeles County Flood Control District; the Board of Directors of the County Sanitation District No. 22 of Los Angeles County; and the Board of Directors of the Upper San Gabriel Valley Municipal Water District have determined that the amount of property tax revenue to be exchanged between their respective agencies as a result of the annexation proposal identified as Petition No. 5-323 (Tract 65943) to CLMD 1687 is as shown on the attached Property Tax Transfer Resolution Worksheet.

[illegible]

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues between the CLMD 1687, Los Angeles County General Fund, Los Angeles County Public Library, Los Angeles County Road District 1, the Consolidated Fire Protection District of Los Angeles County, Los Angeles County Flood Control Drainage Improvement Maintenance District, Los Angeles County Flood Control District, the County Sanitation District No. 22 of Los Angeles County, and the Upper San Gabriel Valley Municipal Water District resulting from the annexation of Petition No. 5-323 (Tract 65943) to CLMD 1687 is approved and accepted.

2. For fiscal years commencing on or after July 1, 2024, or the July 1 after the effective date of this jurisdictional change, whichever is later, the property tax revenue increment generated from the area within Petition No. 5-323 (Tract 65943), Tax Rate Area 03097, shall be allocated to the affected agencies as indicated on the Property Tax Transfer Resolution Worksheet.

3. No transfer of property tax revenues other than those specified in Paragraph 2 shall be made as a result of the annexation of Petition No. 5-323 (Tract 65943).

4. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect, thus, producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

PASSED, APPROVED, AND ADOPTED this 24 day of May 2023, by the following vote:

AYES: TREVIÑO, CHAVEZ, GARCIA, FELLOW, SANTANA

NOES:

ABSENT:

ABSTAIN:

UPPER SAN GABRIEL VALLEY  
MUNICIPAL WATER DISTRICT

By

DocuSigned by:

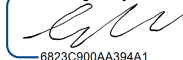


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President, Board of Directors

ATTEST:

DocuSigned by:



6823C900AA394A1...

Secretary

5/31/2023

Date

ANNEXATION TO: CO LIGHTING MAINT DIST NO 1687  
 ACCOUNT NUMBER: 019.40  
 TRA: 03097  
 EFFECTIVE DATE: 07/01/2023  
 ANNEXATION NUMBER: PET 5-323      PROJECT NAME: PETITION NO. 5-323(TRACT 65943)  
 DISTRICT SHARE: 0.021423831

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
-----	-----	-----	-----	-----	-----	-----	-----
001.05	LOS ANGELES COUNTY GENERAL	0.329796160	32.9807 %	0.021423831	0.007065507	-0.007230267	0.322565893
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000116982	0.0116 %	0.021423831	0.000002506	0.000000000	0.000116982
003.01	L A COUNTY LIBRARY	0.024116626	2.4116 %	0.021423831	0.000516670	-0.000516670	0.023599956
005.05	ROAD DIST # 1	0.005988308	0.5988 %	0.021423831	0.000128292	-0.000128292	0.005860016
007.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.179879032	17.9879 %	0.021423831	0.003853697	-0.003853697	0.176025335
007.31	L A C FIRE-FFW	0.007573559	0.7573 %	0.021423831	0.000162254	0.000000000	0.007573559
030.10	L.A.CO.FL.CON.DR.IMP.DIST.MAINT.	0.001804420	0.1804 %	0.021423831	0.000038657	-0.000038657	0.001765763
030.70	LA CO FLOOD CONTROL MAINT	0.010211650	1.0211 %	0.021423831	0.000218772	-0.000218772	0.009992878
066.85	CO SANIT DIST NO 22 OPERATING	0.014162800	1.4162 %	0.021423831	0.000303421	-0.000303421	0.013859379
368.05	UPPER SAN GAB. VY. MUN. WATER	0.000592544	0.0592 %	0.021423831	0.000012694	-0.000012694	0.000579850
400.00	EDUCATIONAL REV AUGMENTATION FD	0.067001807	6.7001 %	0.021423831	0.001435435	EXEMPT	0.067001807
400.01	EDUCATIONAL AUG FD IMPOUND	0.131877650	13.1877 %	0.021423831	0.002825324	EXEMPT	0.131877650
400.15	COUNTY SCHOOL SERVICES	0.001450884	0.1450 %	0.021423831	0.000031083	EXEMPT	0.001450884
400.21	CHILDREN'S INSTIL TUITION FUND	0.002879493	0.2879 %	0.021423831	0.000061689	EXEMPT	0.002879493
809.04	MT.SAN ANTONIO COMMUNITY COLLEGE	0.031077045	3.1077 %	0.021423831	0.000665789	EXEMPT	0.031077045
809.20	MT SAN ANTONIO CHILDRENS CTR FD	0.000299964	0.0299 %	0.021423831	0.000006426	EXEMPT	0.000299964
847.03	COVINA-VALLEY UNIFIED SCHOOL DIS	0.181448300	18.1448 %	0.021423831	0.003887317	EXEMPT	0.181448300
847.06	CO.SCH.SERV.FD.- COVINA-VALLEY	0.007950590	0.7950 %	0.021423831	0.000170332	EXEMPT	0.007950590
847.07	DEV.CTR.HDCPD.MINOR-COVINA-VY.	0.000895505	0.0895 %	0.021423831	0.000019185	EXEMPT	0.000895505

ANNEXATION NUMBER: PET 5-323 PROJECT NAME: PETITION NO. 5-323(TRACT 65943) TRA: 03097

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
-----	-----	-----	-----	-----	-----	-----	-----
847.20	COVINA-VALLEY CHILDREN,S CTR.FD.	0.000876681	0.0876 %	0.021423831	0.000018781	EXEMPT	0.000876681
***019.40	CO LIGHTING MAINT DIST NO 1687	0.000000000	0.0000 %	0.021423831	0.000000000	0.000000000	0.012302470
-----	-----	-----	-----	-----	-----	-----	-----
	TOTAL:	1.000000000	100.0000 %		0.021423831	-0.012302470	1.000000000

The foregoing resolution was adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by the Board of Supervisors of the County of Los Angeles and ex-officio the governing body of all other special assessment and taxing district, agencies, and authorities for which said Board so acts.

CELIA ZAVALA  
Executive Officer of the  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON  
County Counsel

By:  for Talin Halabi  
Senior Deputy County Counsel

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input checked="" type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Public Works	
<b>SUBJECT</b>	Traffic Regulations in the Unincorporated Communities of Avocado Heights, City Terrace, Covina, East Los Angeles, and Rowland Heights	
<b>PROGRAM</b>		
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	The community requested these safety and quality-of-life issues be addressed as soon as possible.	
<b>COST &amp; FUNDING</b>	Total cost: \$0	Funding source: Road Fund
	TERMS (if applicable):	
	Explanation: There will be no impact to the County General Fund. Sufficient funds are included in the Road Fund Fiscal Year 2023-24 Budget to cover the minor costs of installing and/or removing the necessary signs and markings.	
<b>PURPOSE OF REQUEST</b>	Adopt various traffic regulation orders to support traffic safety, enhance traffic flow, facilitate street sweeping services, and provide adequate parking for disabled persons in the unincorporated communities of Avocado Heights, City Terrace, Covina, East Los Angeles, and Rowland Heights.	
<b>BACKGROUND</b> (include internal/external issues that may exist including any related motions)	<p>The California Vehicle Code allows the County to adopt regulations for official traffic control devices, such as signs and markings. These traffic regulations are required prior to enforcement by the California Highway Patrol and Sheriff's Department.</p> <p>Public Works is recommending to adopt the following types of regulations as well as to rescind traffic regulations that are no longer applicable:</p> <ul style="list-style-type: none"> <li>• Disabled Persons' Parking Zone</li> <li>• Parking Prohibition for Street Sweeping Purposes</li> <li>• School Bus Loading Zone</li> <li>• Speed Limit</li> <li>• Stop Control</li> <li>• Stopping Prohibition</li> <li>• Weight Limit Restriction</li> </ul>	
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability. The proposed traffic regulations support a clean, flexible, and integrated multi-modal transportation system that improves mobility and traffic safety.	
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Steve Burger, Deputy Director, (626) 458-4018, <a href="mailto:sburger@pw.lacounty.gov">sburger@pw.lacounty.gov</a>	



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE:

October 17, 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:

**TRANSPORTATION CORE SERVICE AREA  
TRAFFIC REGULATIONS IN THE UNINCORPORATED COMMUNITIES  
OF AVOCADO HEIGHTS, CITY TERRACE, COVINA,  
EAST LOS ANGELES, AND ROWLAND HEIGHTS  
(SUPERVISORIAL DISTRICT 1)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to support traffic safety, enhance traffic flow, facilitate street sweeping services, and provide adequate parking for disabled persons in the unincorporated communities of Avocado Heights, City Terrace, Covina, East Los Angeles, and Rowland Heights.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that adopting and/or rescinding traffic regulation orders and posting or removing the corresponding regulatory and advisory signage are categorically exempt from the provisions of the California Environmental Quality Act.
2. Adopt a traffic regulation order prohibiting parking from 10 p.m. to 6 a.m. on the west side of 3rd Avenue between Workman Mill Road and Proctor Avenue in the unincorporated community of Avocado Heights.
3. Rescind a traffic regulation order prohibiting stopping at any time on both sides of 3rd Avenue between Valley Boulevard and a point 410 feet south of Valley

Boulevard in the unincorporated community of Avocado Heights as established on March 29, 1960.

4. Rescind a traffic regulation order prohibiting stopping at any time on the east side of 3rd Avenue between Valley Boulevard and a point 360 feet south of Valley Boulevard in the unincorporated community of Avocado Heights as established on July 16, 1980.
5. Adopt a traffic regulation order prohibiting stopping at any time on both sides of 3rd Avenue between Valley Boulevard and a point 400 feet south of Valley Boulevard in the unincorporated community of Avocado Heights.
6. Adopt a traffic regulation order prohibiting commercial vehicles over 3 tons on Rowan Avenue between Pomeroy Avenue and Blanchard Street in the unincorporated community of City Terrace.
7. Adopt a traffic regulation order prohibiting commercial vehicles over 3 tons on Eastman Avenue between Pomeroy Avenue and Blanchard Street in the unincorporated community of City Terrace.
8. Adopt a traffic regulation order prohibiting commercial vehicles over 3 tons on De Garmo Drive between Rowan Avenue and Meisner Street in the unincorporated community of City Terrace.
9. Adopt a traffic regulation order prohibiting commercial vehicles over 3 tons on Meisner Street between City Terrace Drive and Rowan Avenue in the unincorporated community of City Terrace.
10. Adopt a traffic regulation order prohibiting commercial vehicles over 3 tons on Meisner Street between De Garmo Drive and Eastman Avenue in the unincorporated community of City Terrace.
11. Rescind a traffic regulation order establishing a 40-mph speed limit on Covina Hills Road between the City of Covina boundary located 360 feet west of Rancho La Carlota Road and Via Verde in the unincorporated community of Covina as established on July 7, 1999.
12. Adopt a traffic regulation order establishing a 35-mph speed limit on Covina Hills Road between the City of Covina boundary located 360 feet west of Rancho La Carlota Road and Via Verde in the unincorporated community of Covina.

13. Adopt a traffic regulation order establishing a disabled persons' parking zone on the east side of Townsend Avenue between a point 564 feet and a point 584 feet north of Blanchard Street in the unincorporated community of East Los Angeles.
14. Rescind a traffic regulation order establishing a stopping prohibition from 7 a.m. to 5 p.m., school days only, school buses excepted on the east side of Record Avenue between a point 55 feet and a point 298 feet south of Cesar E. Chavez Avenue in the unincorporated community of East Los Angeles as established on December 19, 2017.
15. Adopt a traffic regulation order establishing a stopping prohibition from 7 a.m. to 5 p.m., school days only, school buses excepted on the east side of Record Avenue between a point 25 feet and a point 285 feet north of Michigan Avenue in the unincorporated community of East Los Angeles.
16. Adopt a traffic regulation order establishing a school bus loading zone from 6:30 a.m. to 9 a.m. and from 1:30 p.m. to 4 p.m., school days only, on the north side of Michigan Avenue between a point 85 feet and a point 145 feet east of Record Avenue in the unincorporated community of East Los Angeles.
17. Adopt a traffic regulation order prohibiting parking for a period longer than 2 hours from 9 a.m. to 1:30 p.m., school days only, on the north side of Michigan Avenue between a point 85 feet and a point 145 feet east of Record Avenue in the unincorporated community of East Los Angeles.
18. Adopt a traffic regulation order requiring northbound and southbound traffic on Rowan Avenue to stop at its intersection with Folsom Street establishing an all-way stop control in the unincorporated community of East Los Angeles.
19. Adopt a traffic regulation order requiring eastbound and westbound traffic on Verona Street to stop at its intersection with McBride Avenue establishing an all-way stop control in the community of East Los Angeles.
20. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on the north side of Andrada Drive between its westerly terminus and Los Padres Drive in the unincorporated community of Rowland Heights.

21. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Thursdays only, on the south side of Andrada Drive between its westerly terminus and Los Padres Drive in the unincorporated community of Rowland Heights.
22. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on both sides of Cardona Drive between Jellick Avenue and its easterly terminus in the unincorporated community of Rowland Heights.
23. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on both sides of Honore Street between Jellick Avenue and a point 270 feet east of Jellick Avenue in the unincorporated community of Rowland Heights.
24. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on the east side of Jellick Avenue between Colima Road and its southerly terminus in the unincorporated community of Rowland Heights.
25. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Thursdays only, on the west side of Jellick Avenue between Colima Road and its southerly terminus in the unincorporated community of Rowland Heights.
26. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Thursdays only, on both sides of Los Berros Drive between its westerly terminus and Jellick Avenue in the unincorporated community of Rowland Heights.
27. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on the north side of Los Machos Drive between Jellick Avenue and Santa Ysabela Drive in the unincorporated community of Rowland Heights.
28. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Thursdays only, on the south side of Los Machos Drive between Jellick Avenue and Santa Ysabela Drive in the unincorporated community of Rowland Heights.

29. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on the east side of Los Padres Drive between Andrada Drive and Jellick Avenue in the unincorporated community of Rowland Heights.
30. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Thursdays only, on the west side of Los Padres Drive between Andrada Drive and Jellick Avenue in the unincorporated community of Rowland Heights.
31. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on both sides of Marcola Drive between Jellick Avenue and its easterly terminus in the unincorporated community of Rowland Heights.
32. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on the east side of Santa Ysabela Drive between Andrada Drive and Los Padres Drive in the unincorporated community of Rowland Heights.
33. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Thursdays only, on the west side of Santa Ysabela Drive between Andrada Drive and Los Padres Drive in the unincorporated community of Rowland Heights.
34. Adopt a traffic regulation order prohibiting parking for street sweeping purposes from 7 a.m. to 11 a.m., Wednesdays only, on both sides of Vidora Drive between Jellick Avenue and its easterly terminus in the unincorporated community of Rowland Heights.

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

The purpose of the recommended actions is to support traffic safety, enhance traffic flow, facilitate street sweeping services, and provide adequate parking for disabled persons. Requests for these traffic regulations were generated by residents or community groups. The affected areas are indicated on the enclosed maps (Attachments A, B, C, D, and E).

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

These recommendations support the County Strategic Plan: Strategy II.3, Make Environmental Sustainability our Daily Reality. The recommended actions support a clean, flexible, and integrated multi-modal transportation system that improves mobility and traffic safety.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund. Sufficient funds are included in the Road Fund (B03 – Services and Supplies) Fiscal Year 2023-24 Budget to cover the minor costs of installing and/or removing the necessary signs and markings.

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

The California Vehicle Code authorizes the Board to implement these traffic regulations that are required prior to enforcement by the California Highway Patrol and the Sheriff's Department.

### **ENVIRONMENTAL DOCUMENTATION**

The establishment of these regulations, including the installation or removal of related traffic control devices required to notify the motoring public is categorically exempt from the provisions of the California Environmental Quality Act pursuant to Section 15301(c)

of the California Environmental Quality Act Guidelines and Class I(x) 7 of the Environmental Reporting Procedures and Guidelines approved by the Board on November 17, 1987.

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

Implementation of these traffic controls will have a positive impact by enhancing traffic flow and safety. Upon the Board's approval of these traffic regulations, the corresponding signs and markings will be installed within 12 weeks.

**CONCLUSION**

Please return one adopted copy of this letter to Public Works, Traffic Safety and Mobility Division. Also, please forward adopted copies of this letter to the Sheriff's Department, Parking Enforcement Detail; and the California Highway Patrol's Baldwin Park East Los Angeles offices.

Respectfully submitted,

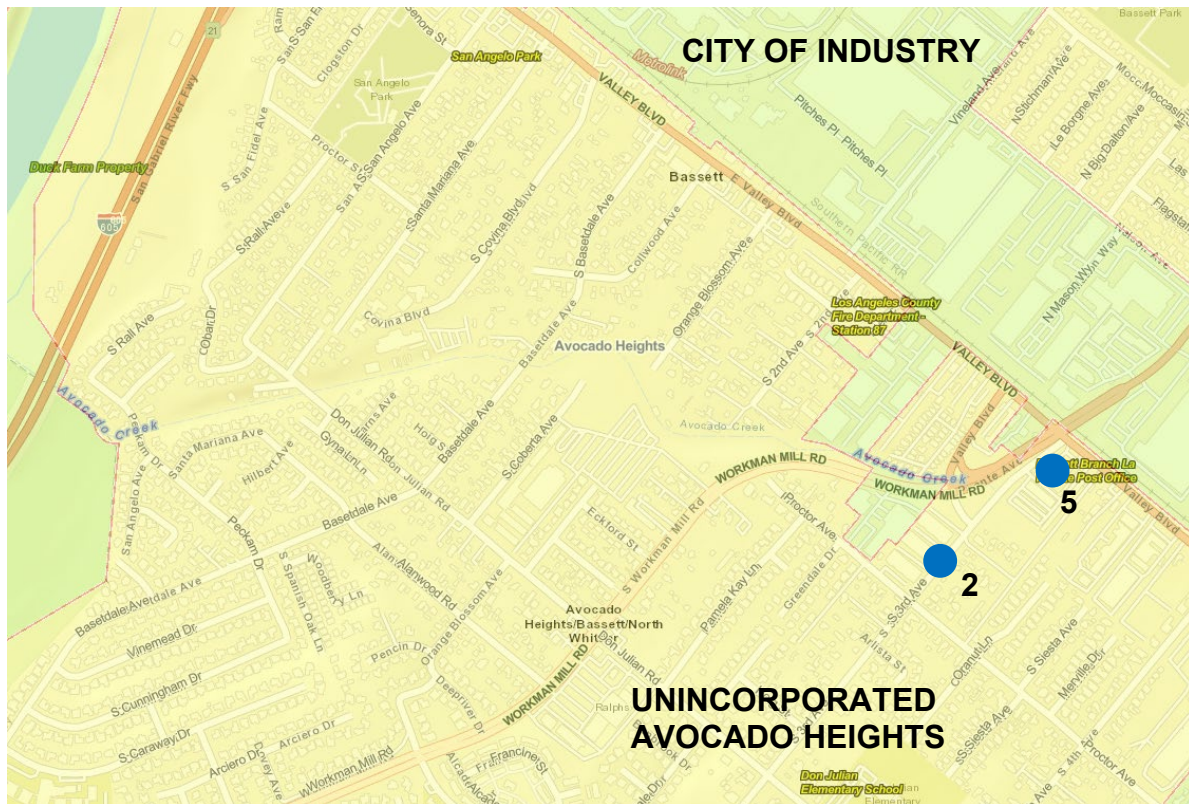
MARK PESTRELLA, PE  
Director of Public Works

MP:EK:wm

Enclosures

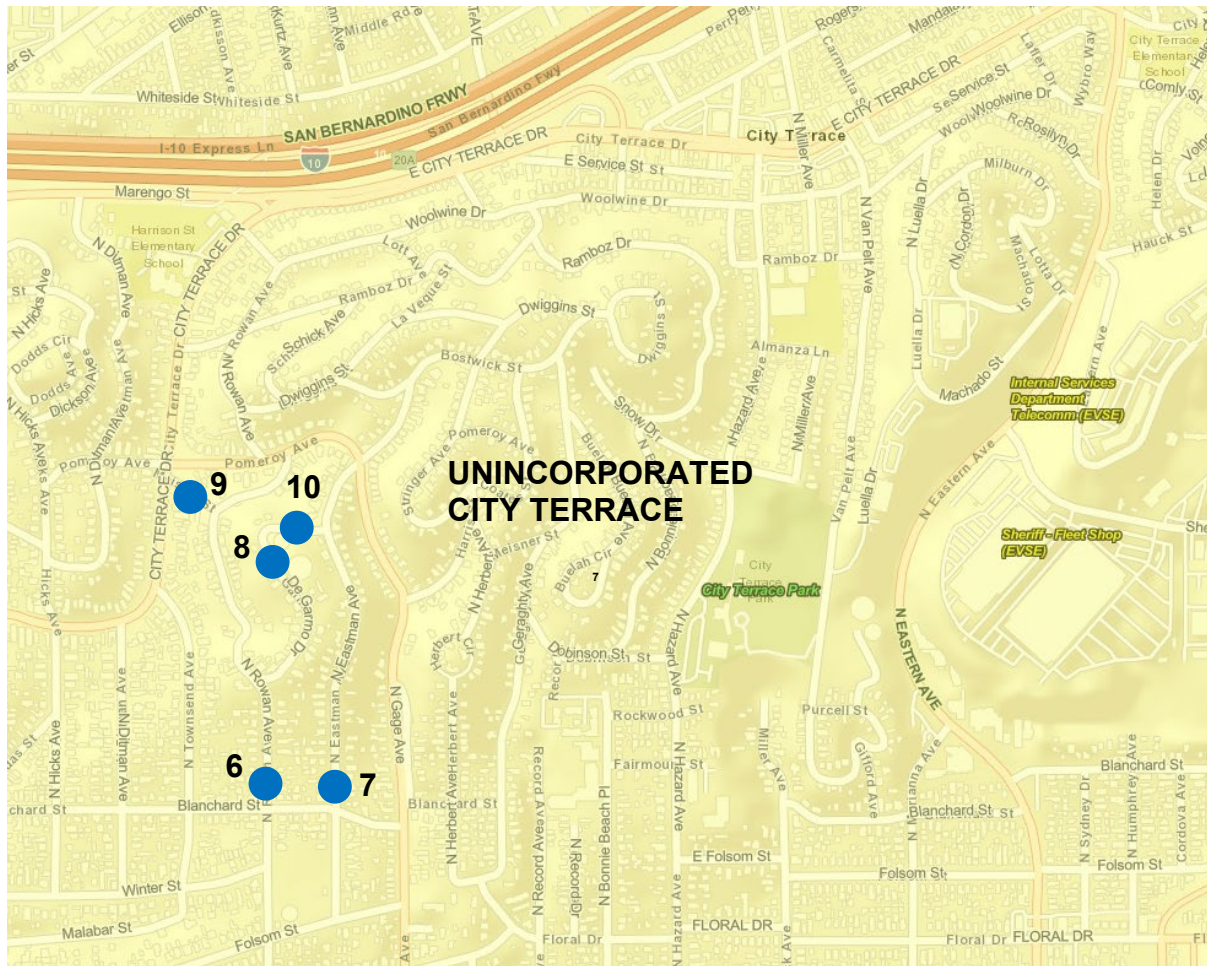
c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office  
Sheriff's Department (Parking Enforcement Detail)  
California Highway Patrol (Baldwin Park, East Los Angeles)

**ATTACHMENT A  
PROPOSED TRAFFIC REGULATIONS  
AVOCADO HEIGHTS  
SUPERVISORIAL DISTRICT 1**



● Items for adoption in the Board letter

**ATTACHMENT B  
PROPOSED TRAFFIC REGULATIONS  
CITY TERRACE  
SUPERVISORIAL DISTRICT 1**



● Items for adoption in the Board letter

October 17, 2023

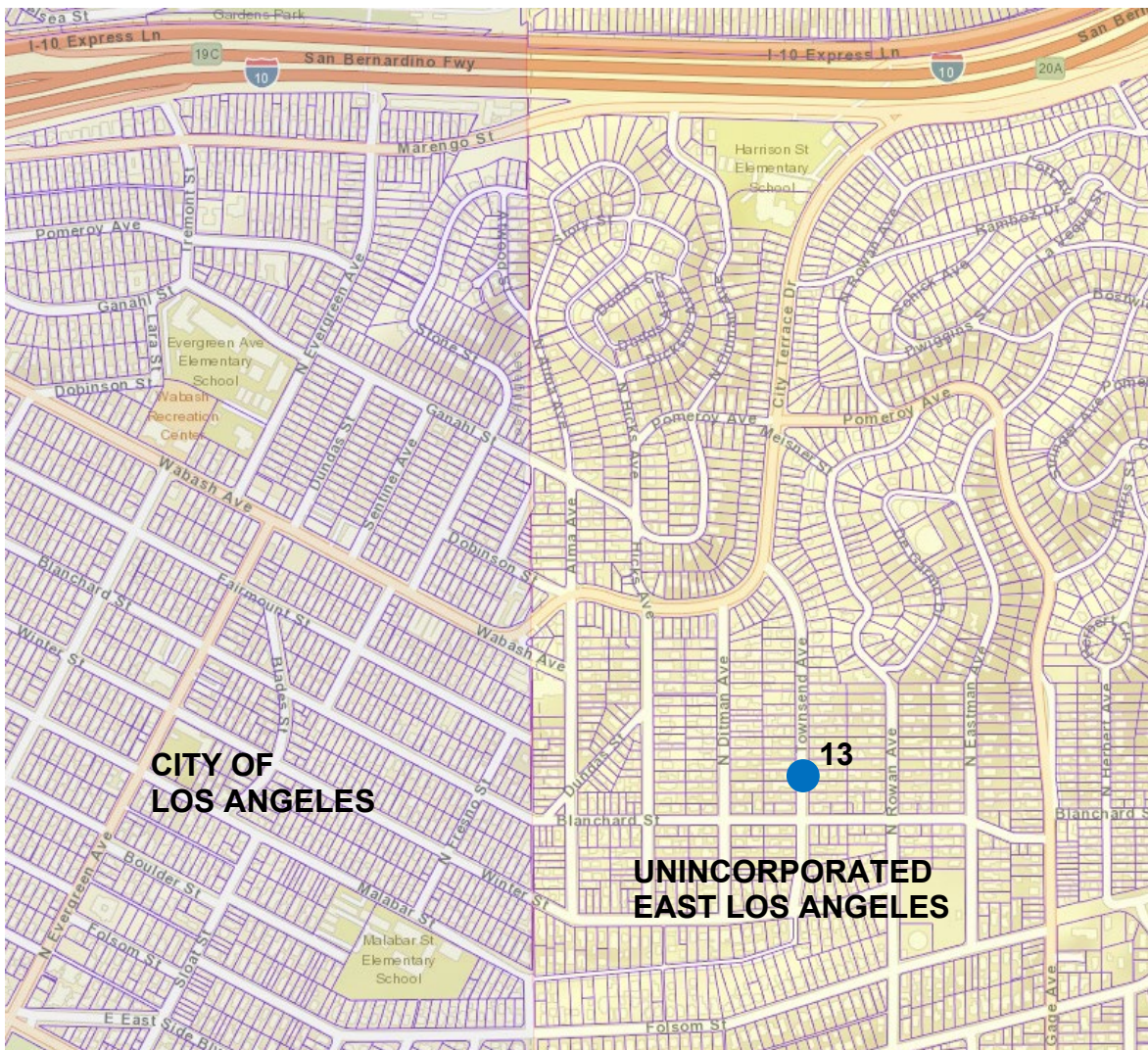
**ATTACHMENT C  
PROPOSED TRAFFIC REGULATION  
COVINA  
SUPERVISORIAL DISTRICT 1**



● Item for adoption in the Board letter

October 17, 2023

**ATTACHMENT D (1 OF 3)  
PROPOSED TRAFFIC REGULATIONS  
EAST LOS ANGELES  
SUPERVISORIAL DISTRICT 1**



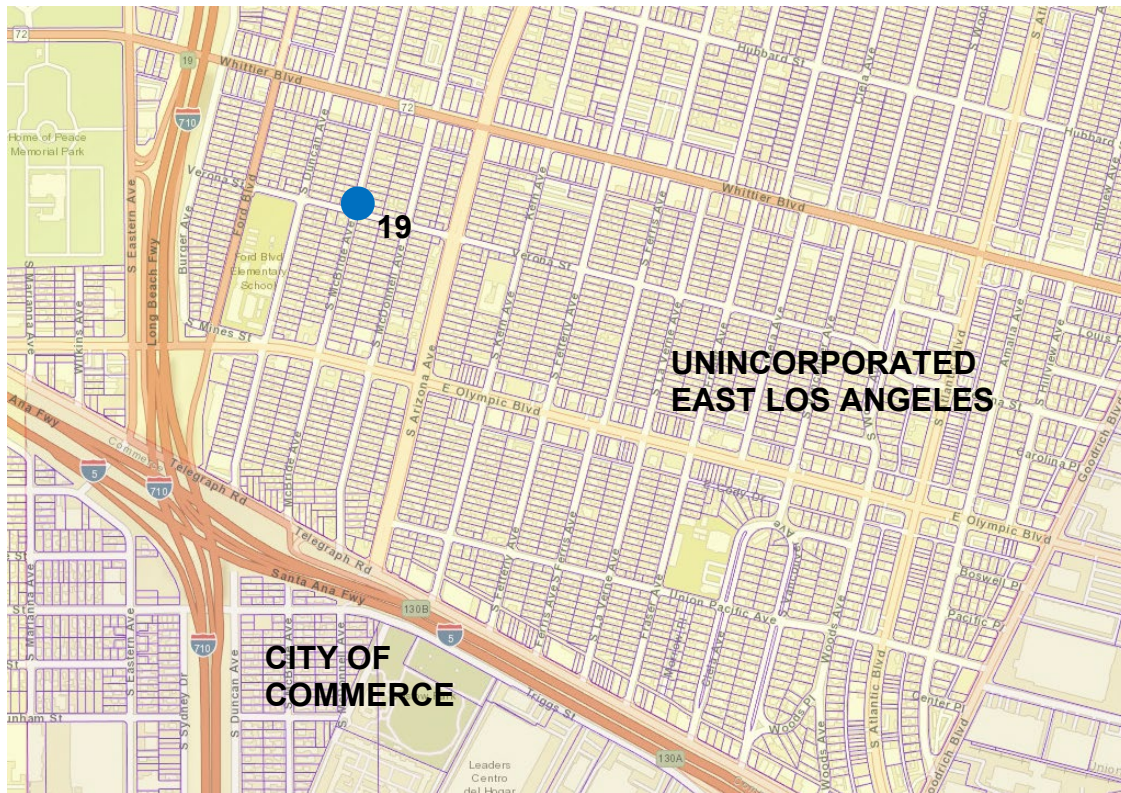
● Items for adoption in the Board letter

**ATTACHMENT D (2 OF 3)  
PROPOSED TRAFFIC REGULATIONS  
EAST LOS ANGELES  
SUPERVISORIAL DISTRICT 1**



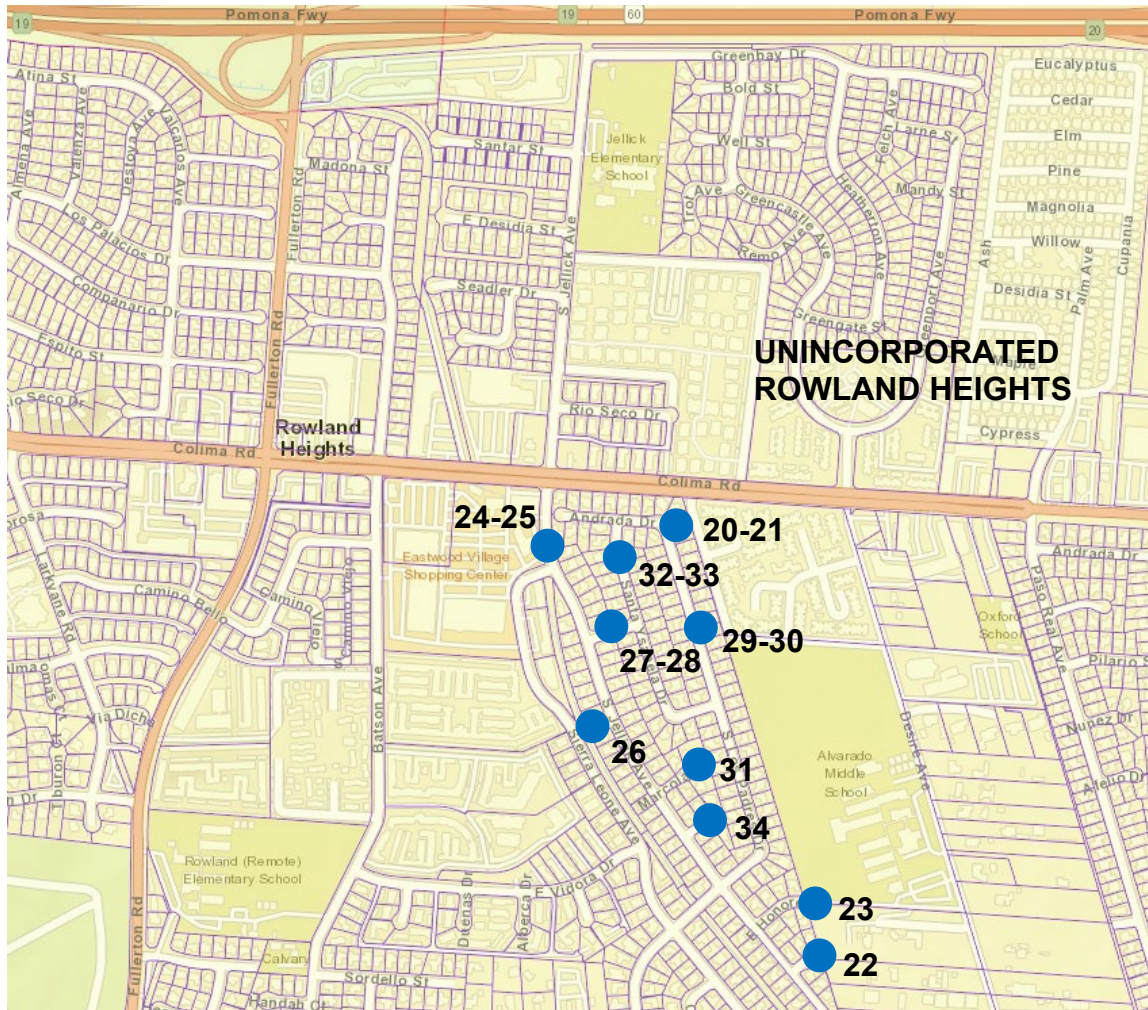
● Items for adoption in the Board letter

**ATTACHMENT D (3 OF 3)  
PROPOSED TRAFFIC REGULATIONS  
EAST LOS ANGELES  
SUPERVISORIAL DISTRICT 1**



● Items for adoption in the Board letter

**ATTACHMENT E  
PROPOSED TRAFFIC REGULATIONS  
ROWLAND HEIGHTS  
SUPERVISORIAL DISTRICT 1**



● Items for adoption in the Board letter

October 17, 2023

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023			
<b>BOARD MEETING DATE</b>	10/17/2023			
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input checked="" type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>			
<b>DEPARTMENT(S)</b>	Public Works			
<b>SUBJECT</b>	Traffic Regulations in the Unincorporated Communities of East La Mirada, La Rambla, and West Whittier/Los Nietos			
<b>PROGRAM</b>				
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:			
<b>DEADLINES/ TIME CONSTRAINTS</b>	The community requested these safety issues be addressed as soon as possible.			
<b>COST &amp; FUNDING</b>	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Total cost: \$0</td><td style="width: 50%;">Funding source: Road Fund</td></tr> </table>		Total cost: \$0	Funding source: Road Fund
Total cost: \$0	Funding source: Road Fund			
	TERMS (if applicable):			
	Explanation: There will be no impact to the County General Fund. Sufficient funds are included in the Road Fund (B03 – Services and Supplies) Fiscal Year 2023-24 Budget to cover the minor costs of installing the necessary signs and markings.			
<b>PURPOSE OF REQUEST</b>	Adopt traffic regulation orders to support traffic safety and enhance traffic flow in the unincorporated communities of East La Mirada, La Rambla, and West Whittier/Los Nietos.			
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	<p>The California Vehicle Code allows the County to adopt regulations for official traffic control devices, such as signs and markings. These traffic regulations are required prior to enforcement by the California Highway Patrol and Sheriff's Department.</p> <p>Public Works is recommending to adopt the following types of regulations:</p> <ul style="list-style-type: none"> <li>No Pedestrian Crossing</li> <li>Stop Control</li> <li>Stopping Prohibition</li> <li>Turning Prohibition</li> </ul>			
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:			
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability. The proposed traffic regulations support a clean, flexible, and integrated multi-modal transportation system that improves mobility and traffic safety.			
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Steve Burger, Deputy Director, (626) 458-4018, <a href="mailto:sburger@pw.lacounty.gov">sburger@pw.lacounty.gov</a>			



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

October 17, 2023

IN REPLY PLEASE  
REFER TO FILE:

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:

**TRANSPORTATION CORE SERVICE AREA  
TRAFFIC REGULATIONS IN THE UNINCORPORATED COMMUNITIES OF  
EAST LA MIRADA, LA RAMBLA, AND WEST WHITTIER/LOS NIETOS  
(SUPERVISORIAL DISTRICT 4)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to support traffic safety and enhance traffic flow in the unincorporated communities of East La Mirada, La Rambla, and West Whittier/Los Nietos.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that adopting a traffic regulation order and posting the corresponding regulatory and advisory signage are categorically exempt from the provisions of the California Environmental Quality Act.
2. Adopt a traffic regulation order prohibiting stopping from 7:30 a.m. to 9 a.m. and 2 p.m. to 4 p.m., school days only, on both sides of Andiron Drive between Tigrina Avenue and Maybrook Avenue in the unincorporated community of East La Mirada.
3. Adopt a traffic regulation order requiring eastbound and westbound traffic on 3rd Street at its intersection with Meyler Street establishing all-way stop control in the unincorporated community of La Rambla.

4. Adopt a traffic regulation order prohibiting southbound traffic on Norwalk Boulevard from making U-turns and left turns at its intersection with Broadway Avenue in the unincorporated community of West Whittier/Los Nietos.
5. Adopt a traffic regulation order prohibiting pedestrians from crossing the south approach of Norwalk Boulevard at its intersection with Broadway Avenue in the unincorporated community of West Whittier/Los Nietos.

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

The purpose of the recommended action is to support traffic safety and enhance traffic flow. The requests for the traffic regulations were generated by residents. The affected areas are indicated on the enclosed maps (Attachments A, B, and C).

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

These recommendations support the County Strategic Plan: Strategy II.3, Make Environmental Sustainability our Daily Reality. The recommended actions support a clean, flexible, and integrated multi-modal transportation system that improves mobility and traffic safety.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund. Sufficient funds are included in the Road Fund (B03 – Services and Supplies) Fiscal Year 2023-24 Budget to cover the minor costs of installing the necessary signs and markings.

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

The California Vehicle Code authorizes the Board to implement traffic regulations that are required prior to enforcement by the California Highway Patrol and the Sheriff's Department.

### **ENVIRONMENTAL DOCUMENTATION**

The establishment of these regulations are categorically exempt from the provisions of the California Environmental Quality Act pursuant to Section 15301(c) of the California Environmental Quality Act Guidelines and Class I(x) 7 of the Environmental Reporting Procedures and Guidelines approved by the Board on November 17, 1987.

The Honorable Board of Supervisors  
October 17, 2023  
Page 3

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

Implementation of these traffic controls will have a positive impact by enhancing traffic flow and safety. Upon the Board's approval of these traffic regulations, the corresponding signs and markings will be installed within 12 weeks.

**CONCLUSION**

Please return one adopted copy of this letter to Public Works, Traffic Safety and Mobility Division. Also, please forward adopted copies of this letter to the Sheriff's Department, Parking Enforcement Detail; and the California Highway Patrol's Santa Fe Springs office.

Respectfully submitted,

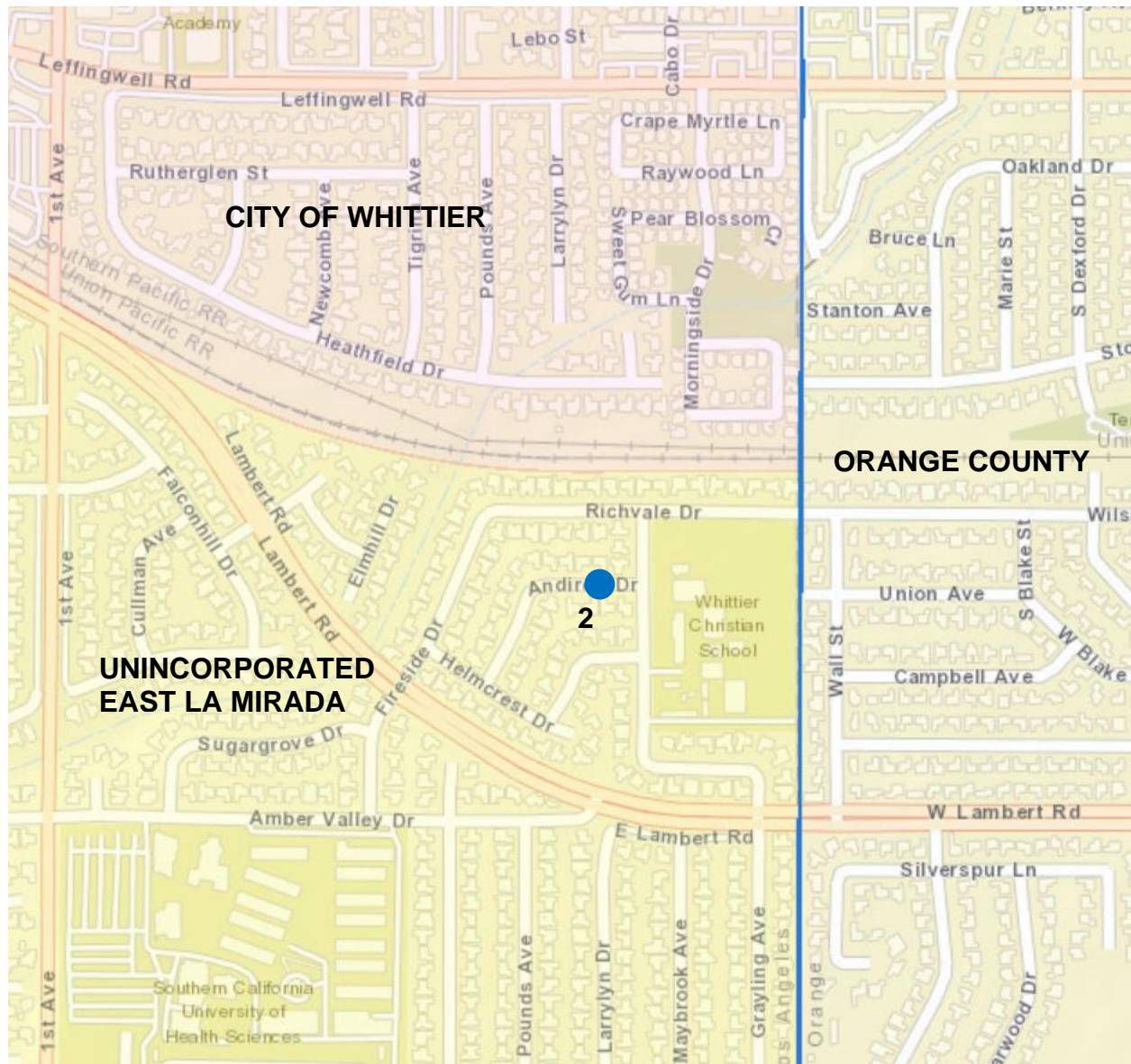
MARK PESTRELLA, PE  
Director of Public Works

MP:EK:wm

Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office  
Sheriff's Department Parking Enforcement Detail  
California Highway Patrol (Santa Fe Springs)

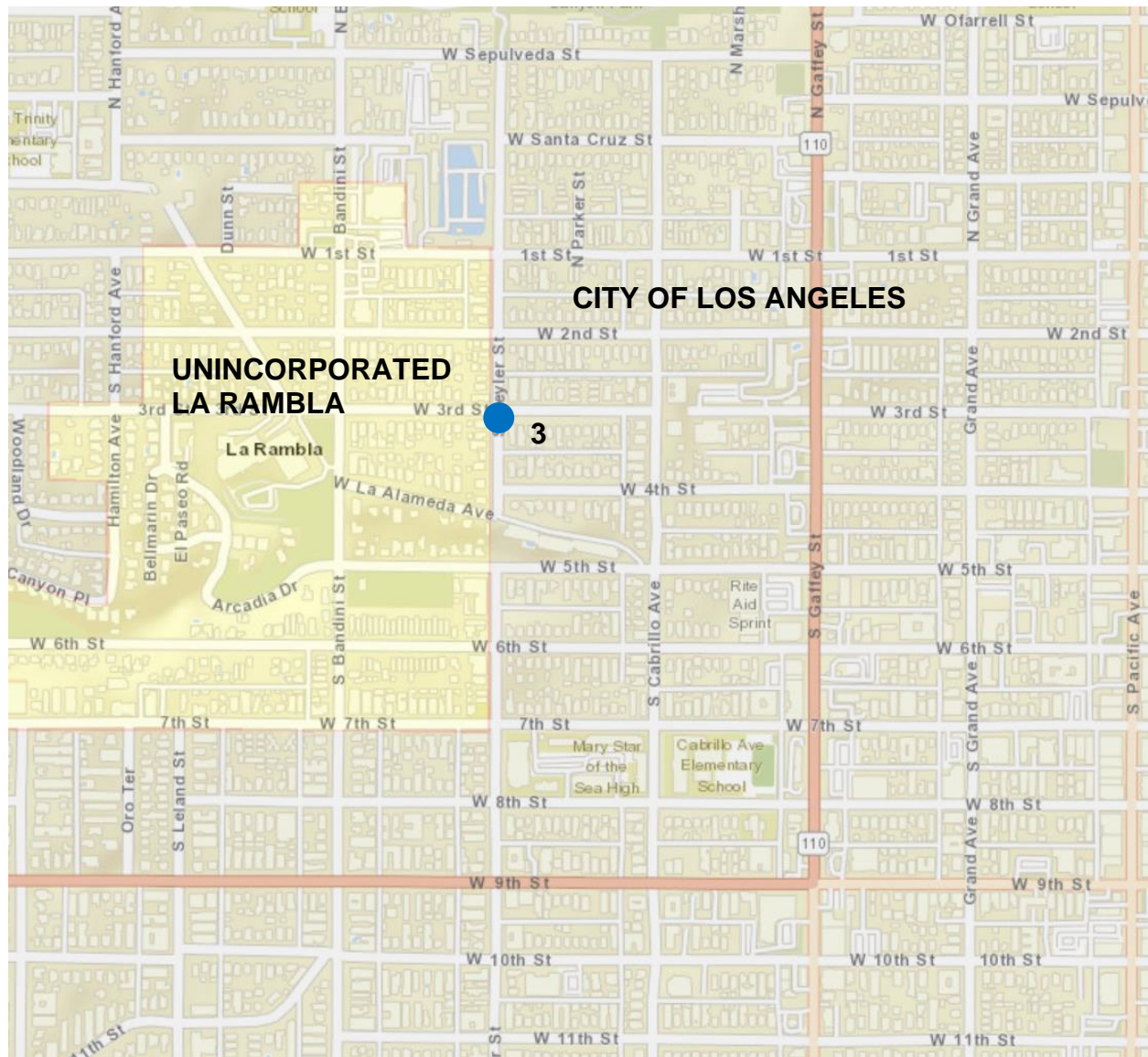
**ATTACHMENT A  
PROPOSED TRAFFIC REGULATION  
EAST LA MIRADA  
SUPERVISORIAL DISTRICT 4**



● Item for adoption in the Board letter

October 17, 2023

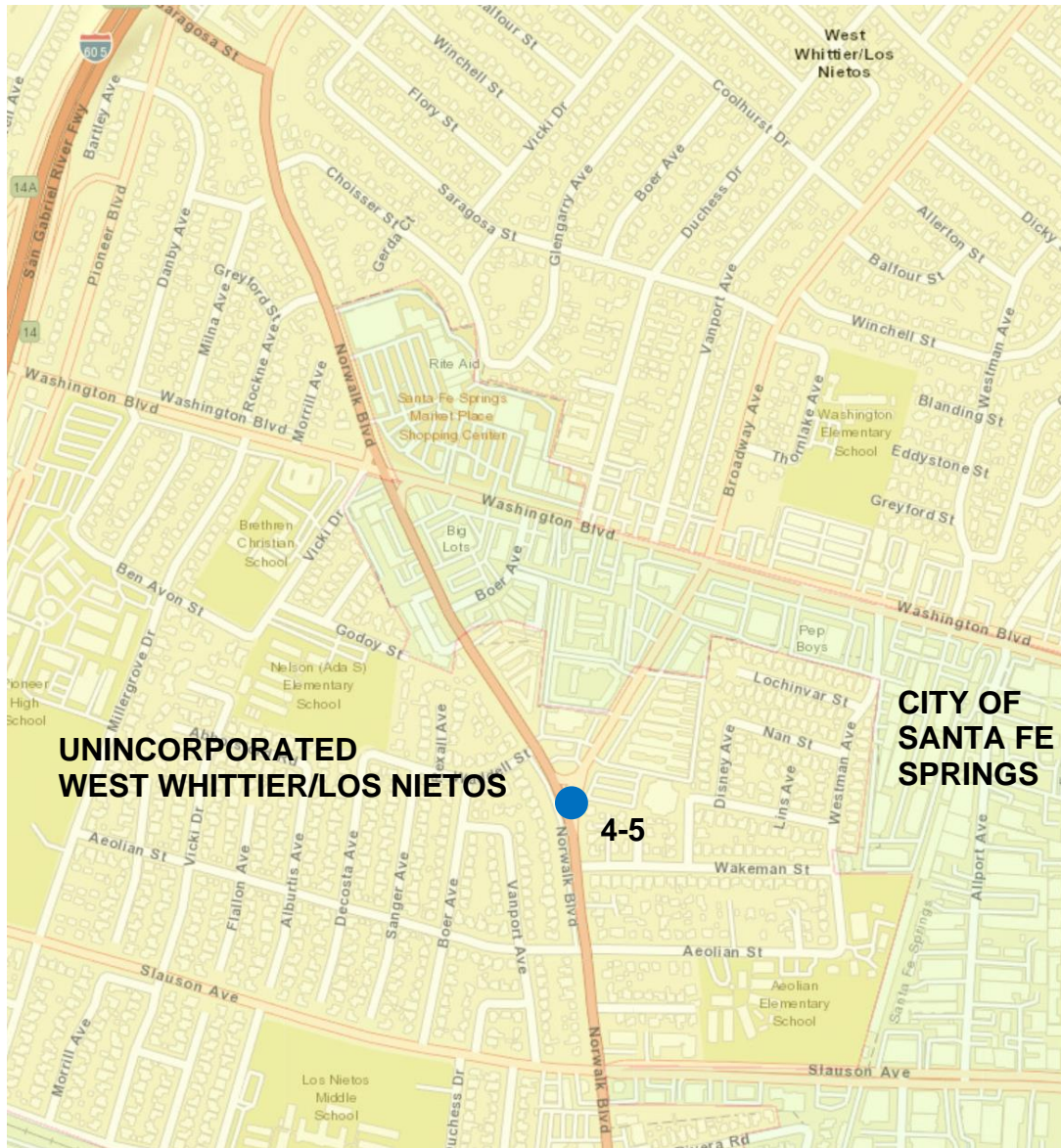
**ATTACHMENT B  
PROPOSED TRAFFIC REGULATION  
LA RAMBLA  
SUPERVISORIAL DISTRICT 4**



● Item for adoption in the Board letter

October 17, 2023

**ATTACHMENT C  
PROPOSED TRAFFIC REGULATIONS  
WEST WHITTIER/LOS NIETOS  
SUPERVISORIAL DISTRICT 4**



● Items for adoption in the Board letter

October 17, 2023

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023		
<b>BOARD MEETING DATE</b>	10/17/2023		
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input checked="" type="checkbox"/> 5 <sup>th</sup>		
<b>DEPARTMENT(S)</b>	Public Works		
<b>SUBJECT</b>	Traffic Regulations in the Unincorporated Communities of Altadena, Bouquet Canyon, Lake Hughes, and San Francisquito Canyon/Bouquet Canyon.		
<b>PROGRAM</b>			
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:		
<b>DEADLINES/ TIME CONSTRAINTS</b>	The community requested that these safety issues be addressed as soon as possible.		
<b>COST &amp; FUNDING</b>	Total cost:	Funding source:	
	\$0	Road Fund	
	TERMS (if applicable):		
	Explanation: There will be no impact to the County General Fund. Sufficient funds are included in the Road Fund (B03 – Services and Supplies) Fiscal Year 2023-24 Budget to cover the minor costs of removing and installing the necessary signs and markings.		
<b>PURPOSE OF REQUEST</b>	Adopt traffic regulation orders to support traffic safety, enhance traffic flow, and facilitate passenger loading at a school in the unincorporated communities of Altadena, Bouquet Canyon, Lake Hughes, and San Francisquito Canyon/Bouquet Canyon.		
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The California Vehicle Code allows the County to adopt regulations for official traffic control devices, such as signs and markings. These traffic regulations are required prior to enforcement by the California Highway Patrol and Sheriff's Department.  Public Works is recommending to adopt the following types of regulations as well as to rescind traffic regulations that are no longer applicable: <ul style="list-style-type: none"> <li>Bus Loading Zone</li> <li>Disabled Persons' Parking Zone</li> <li>Parking Prohibition</li> <li>Passenger Loading Zone</li> <li>Speed Limit</li> <li>Stop Control</li> <li>Turning Prohibition</li> </ul>		
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Sustainability. The proposed traffic regulations support a clean, flexible, and integrated multi-modal transportation system that improves mobility and traffic safety.		
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Steve Burger, Deputy Director, (626) 458-4018, <a href="mailto:sburger@pw.lacounty.gov">sburger@pw.lacounty.gov</a>		



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

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ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE:

October 17, 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:

**TRANSPORTATION CORE SERVICE AREA  
TRAFFIC REGULATIONS IN THE UNINCORPORATED COMMUNITIES  
OF ALTADENA, BOUQUET CANYON, LAKE HUGHES, AND  
SAN FRANCISQUITO CANYON/BOUQUET CANYON  
(SUPERVISORIAL DISTRICT 5)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to implement traffic regulations to support traffic safety, enhance traffic flow, and facilitate passenger loading at a school in the unincorporated communities of Altadena, Bouquet Canyon, Lake Hughes, and San Francisquito Canyon/Bouquet Canyon.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that adopting and/or rescinding traffic regulation orders and posting or removing the corresponding regulatory and advisory signage are categorically exempt from the provisions of the California Environmental Quality Act.
2. Rescind a traffic regulation order establishing a 35-mph speed limit on Ventura Street between Lincoln Avenue and Fair Oaks Avenue in the unincorporated community of Altadena as established on August 3, 2010.
3. Adopt a traffic regulation order establishing a 30-mph speed limit on Ventura Street between Lincoln Avenue and Fair Oaks Avenue in the unincorporated community of Altadena.

4. Rescind a traffic regulation order prohibiting parking from 7 a.m. to 8:30 a.m. and from 2:30 p.m. to 3:30 p.m., school days only, on the east side of Glenrose Avenue between Palm Street and a point 360 feet north of Palm Street in the unincorporated community of Altadena as established on October 8, 2002.
5. Adopt a traffic regulation order establishing a passenger loading zone from 7:30 a.m. to 9:30 a.m. and from 1:30 p.m. to 3:30 p.m., school days only, on the east side of Glenrose Avenue between a point 50 feet north of Palm Street and a point 360 feet north of Palm Street in the unincorporated community of Altadena.
6. Adopt a traffic regulation order requiring eastbound and westbound traffic on New York Drive to stop at its intersection with Sinaloa Avenue establishing all-way stop control in the unincorporated community of Altadena.
7. Rescind a traffic regulation order establishing a disabled persons' parking zone on the north side of Morada Place between a point 430 feet and a point 450 feet west of Lake Avenue in the unincorporated community of Altadena as established on September 7, 2004.
8. Rescind a traffic regulation order establishing a school bus loading zone from 8 a.m. to 9 a.m. and from 1 p.m. to 3:30 p.m., school days only, on the north side of Palm Street between a point 350 feet and a point 420 feet east of Glenrose Avenue in the unincorporated community of Altadena as established on March 13, 2018.
9. Adopt a traffic regulation order establishing a passenger loading zone from 7:30 a.m. to 9:30 a.m. and from 1:30 p.m. to 3:30 p.m., school days only, on the north side of Palm Street between a point 290 feet and a point 440 feet east of Glenrose Avenue in the unincorporated community of Altadena.
10. Adopt a traffic regulation order prohibiting southbound traffic from making left turns out of the driveway located on the north side of Palm Street 240 feet east of Glenrose Avenue from 7:30 a.m. to 9:30 a.m. and from 1:30 p.m. to 3:30 p.m., school days only, in the unincorporated community of Altadena.
11. Rescind a traffic regulation order establishing a 35-mph speed limit on Spunky Canyon Road between San Francisquito Canyon Road and Calle Naranjo in the unincorporated community of Bouquet Canyon as established on April 20, 1971.

12. Adopt a traffic regulation order establishing a 30-mph speed limit on Spunky Canyon Road between San Francisquito Canyon Road and Calle Bonita (West) in the unincorporated community of Bouquet Canyon.
13. Adopt a traffic regulation order establishing stop controls for northbound and southbound traffic on Trail K at its intersection with Trail N/Lakeshore Drive in the unincorporated community of Lake Hughes.
14. Adopt a traffic regulation order prohibiting parking at any time on the north side of Bouquet Canyon Road between approximately 1.11 miles northeast of Quarry Road and approximately 1.15 miles northeast of Quarry Road in the unincorporated community of San Francisquito Canyon/Bouquet Canyon.

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

The purpose of the recommended actions is to support traffic safety, enhance traffic flow, and facilitate passenger loading at a school. Requests for these traffic regulations were generated by residents or community groups. The affected areas are indicated on the enclosed maps (Attachments A, B, C, and D).

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

These recommendations support the County Strategic Plan: Strategy II.3, Make Environmental Sustainability our Daily Reality. The recommended actions support a clean, flexible, and integrated multi-modal transportation system that improves mobility and traffic safety.

#### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund. Sufficient funds are included in the Road Fund (B03 – Services and Supplies) Fiscal Year 2023-24 Budget to cover the minor costs of installing and/or removing the necessary signs and markings.

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

The California Vehicle Code authorizes the Board to implement these traffic regulations which are required prior to enforcement by the California Highway Patrol and the Sheriff's Department.

### **ENVIRONMENTAL DOCUMENTATION**

The establishment of these regulations, including the installation or removal of related traffic control devices required to notify the motoring public is categorically exempt from the provisions of the California Environmental Quality Act pursuant to Section 15301(c) of the California Environmental Quality Act Guidelines and Class I(x) 7 of the Environmental Reporting Procedures and Guidelines approved by the Board on November 17, 1987.

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

Implementation of these traffic controls will have a positive impact by enhancing traffic flow and safety. Upon the Board's approval of this traffic regulation, the corresponding signs and markings will be installed within 12 weeks.

### **CONCLUSION**

Please return one adopted copy of this letter to Public Works, Traffic Safety and Mobility Division. Also, please forward adopted copies of this letter to the Sheriff's Department, Parking Enforcement Detail; and the California Highway Patrol's Altadena, Antelope Valley, and Newhall offices.

Respectfully submitted,

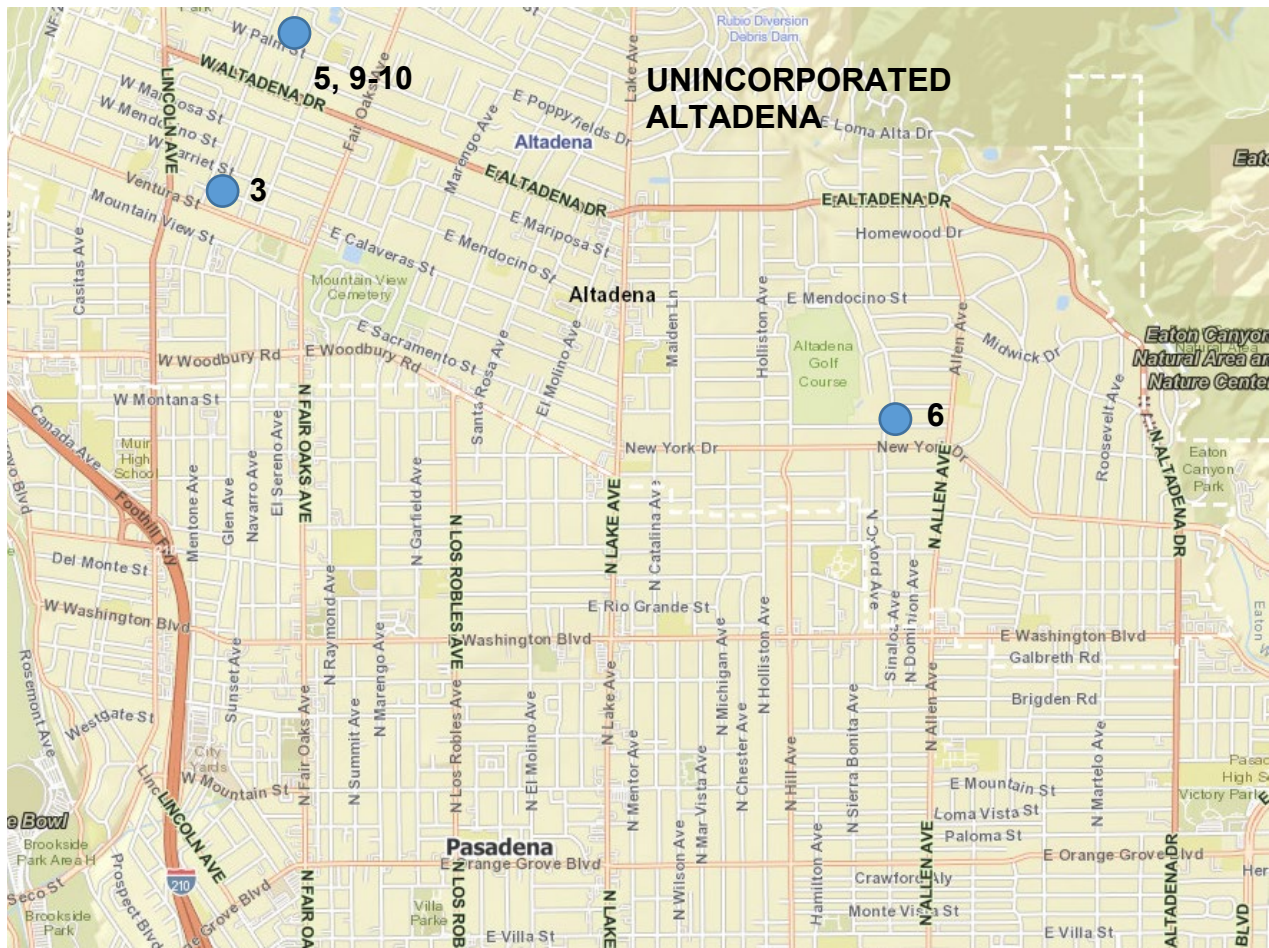
MARK PESTRELLA, PE  
Director of Public Works

MP:EK:ca

Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office  
Sheriff's Department (Parking Enforcement Detail)  
California Highway Patrol (Altadena, Antelope Valley, and Newhall)

**ATTACHMENT A  
PROPOSED TRAFFIC REGULATIONS  
ALTADENA  
SUPERVISORIAL DISTRICT 5**



● Items for adoption in the Board letter

October 17, 2023

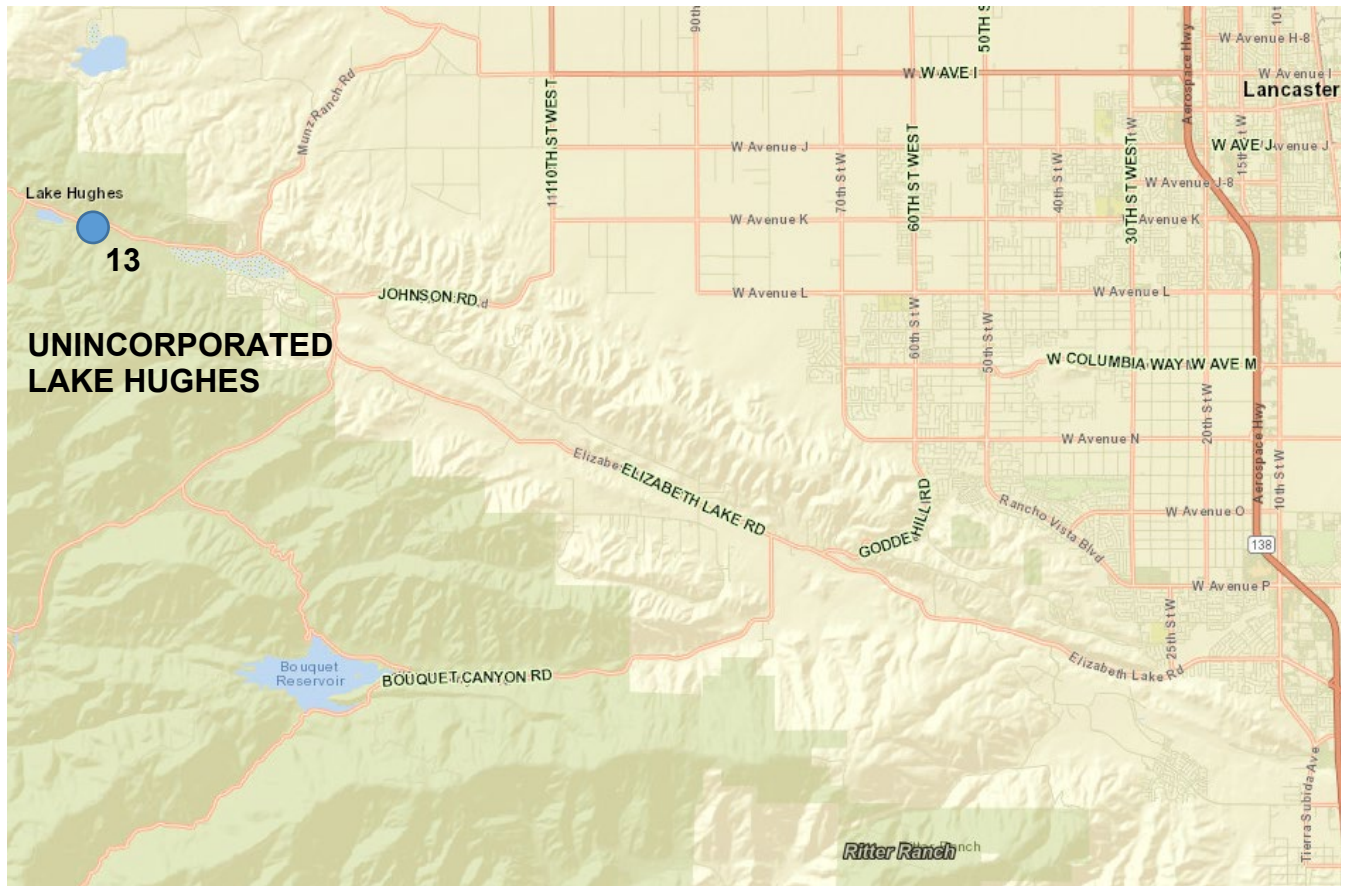
**ATTACHMENT B  
PROPOSED TRAFFIC REGULATION  
BOUQUET CANYON  
SUPERVISORIAL DISTRICT 5**



● Item for adoption in the Board letter

October 17, 2023

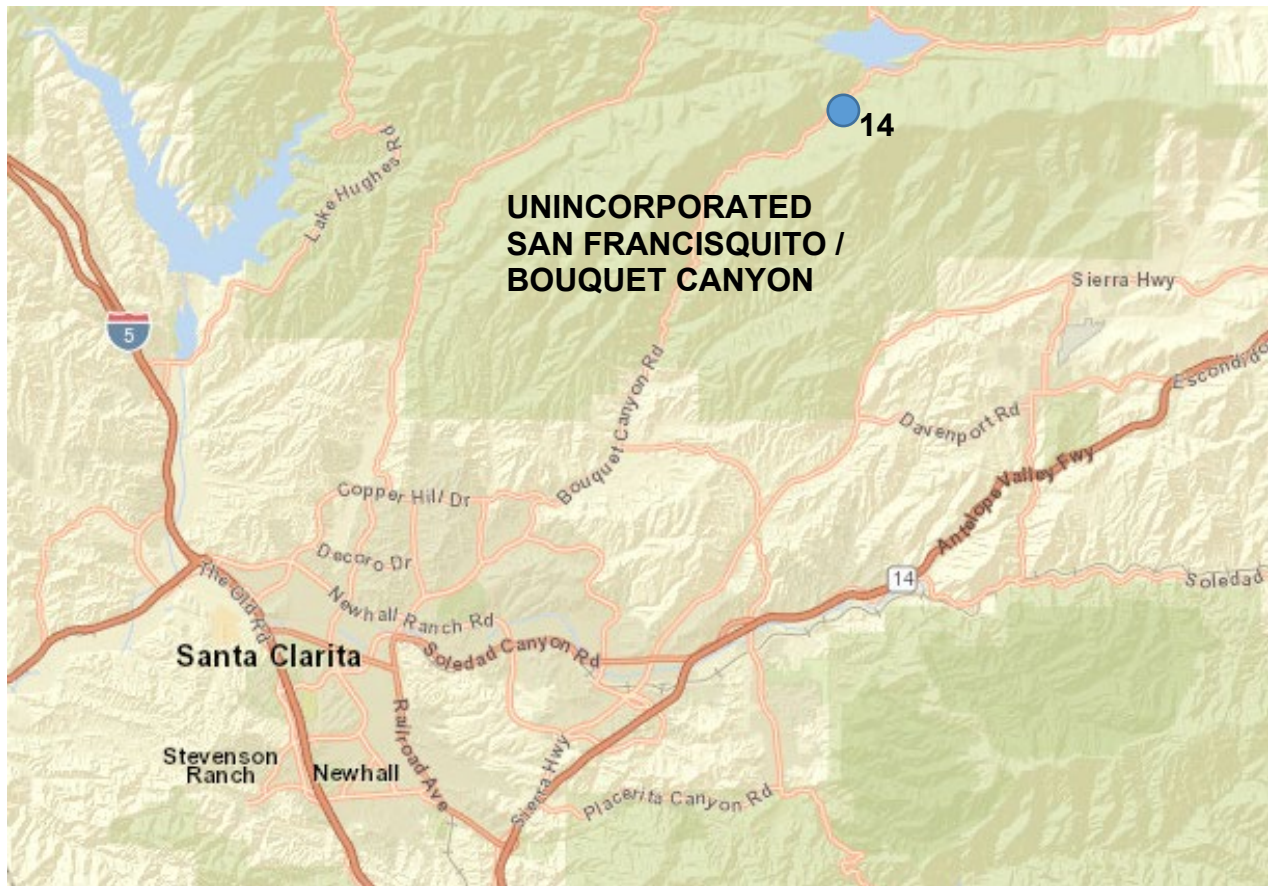
**ATTACHMENT C  
PROPOSED TRAFFIC REGULATION  
LAKE HUGHES  
SUPERVISORIAL DISTRICT 5**



● Item for adoption in the Board letter

October 17, 2023

**ATTACHMENT D  
PROPOSED TRAFFIC REGULATION  
SAN FRANCISQUITO CANYON/BOUQUET CANYON  
SUPERVISORIAL DISTRICT 5**



● Item for adoption in the Board letter

October 17, 2023

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023		
<b>BOARD MEETING DATE</b>	10/17/2023		
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>		
<b>DEPARTMENT(S)</b>	Public Works		
<b>SUBJECT</b>	DAAA Job Order Contract Nos. 6750 through 6768 Parkway Concrete Maintenance and Guardrail Replacement		
<b>PROGRAM</b>	Road Fund		
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>SOLE SOURCE CONTRACT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain why: State Public Contract Code Section 3400 allows a product to be designated by specific brand name for several purposes, one of which is to obtain a necessary item that is only available from one source, as is the case here.		
<b>DEADLINES/ TIME CONSTRAINTS</b>	N/A		
<b>COST &amp; FUNDING</b>	Total cost: \$42,500,000	Funding source: Road Fund (B03 – Capital Assets-Infrastructure and Services and Supplies)	
	TERMS (if applicable): N/A		
	Explanation: N/A		
<b>PURPOSE OF REQUEST</b>	Public Works is seeking Board approval to procure 19 separate Job Order Contracts for parkway concrete maintenance, and guardrail replacement throughout the County and various cities.		
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The procurement of these Job Order Contracts will augment Public Works' ability to effectively and efficiently repair and maintain County roads and infrastructure.		
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Board Priority No. 9: Poverty Alleviation. Contract provisions require the contractor to comply with Board-adopted Local and Targeted Worker Hire Policy.		
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Steve Burger, Deputy Director, (626) 458-4018, cell (626) 476-9847 <a href="mailto:sburger@pw.lacounty.gov">sburger@pw.lacounty.gov</a>		

October 17, 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  
TRANSPORTATION CORE SERVICE AREA  
DELEGATE AUTHORITY TO ADOPT, ADVERTISE, AND AWARD  
JOB ORDER CONTRACT NOS. 6750 THROUGH 6768  
PARKWAY CONCRETE MAINTENANCE AND GUARDRAIL REPLACEMENT  
IN VARIOUS CITIES, UNINCORPORATED COMMUNITIES,  
AND FACILITIES COUNTYWIDE  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to procure 19 separate Job Order Contracts for work involving parkway concrete maintenance and guardrail replacement in various cities, unincorporated communities, and various facilities Countywide; and Board approval of 24 parkway concrete and guardrail projects, which may be completed using Job Order Contracts.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the 24 proposed parkway concrete and guardrail projects to be approved through work orders are exempt from the provisions of the California Environmental Quality Act and that the award of Job Order Contracts Nos. 6750 through 6768 and related actions and the adoption of the Job Order Contract Unit Price Books and Specifications recommended for approval do not constitute projects under the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the proposed activities.

2. Adopt the Job Order Contract Unit Price Books and Specifications that are on file in Project Management Division III of Public Works for work involving parkway concrete maintenance and guardrail replacement.
3. Delegate authority to the Director of Public Works, acting as the Road Commissioner, or his designee to instruct the Executive Officer of the Board to advertise for bids in accordance with the Instruction Sheet for Publishing Legal Advertisement with the Notice Inviting Bids when ready to advertise the 19 separate Job Order Contracts Nos. 6750 through 6768.
4. Find pursuant to State Public Contract Code, Section 3400 (c) (3) that it is necessary to specify the designated item by specific brand name in order to obtain a necessary item that is only available from one source.
5. Delegate authority to the Director of Public Works, acting as the Road Commissioner, or his designee to make the determination that a bidder 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, delegate authority to the Director of Public Works or his designee to award and execute 19 separate Job Order Contracts, each for a not-to-exceed amount ranging from \$750,000 to \$5,250,000, for a total aggregate amount not to exceed \$42,500,000, in the form previously approved by County Counsel, and to establish the effective date following receipt of approved Faithful Performance and Labor and Material Bonds and insurance certificate filed by the contractors.
6. Delegate to the Director of Public Works, acting as the Road Commissioner, or his designee the following authority in connection with these contracts: (a) extend the date and time for the receipt of bids consistent with the requirements of State Public Contract Code, Section 4104.5; (b) allow substitution of subcontractors and relief of bidders upon demonstration of the grounds set forth in State Public Contract Code, Sections 4100 et seq., and 5100 et seq., respectively; (c) accept any project assigned by work order under these contracts upon the project's final completion; and (d) release retention money withheld consistent with the requirements of State Public Contract Code, Sections 7107 and 9203.

7. Approve each of the 24 proposed parkway concrete and guardrail projects for an aggregate total cost estimate not to exceed \$36,134,000, including an aggregate construction cost estimate not to exceed \$30,200,000.
8. Authorize the Director of Public Works, acting as the Road Commissioner, or his designee to deliver the proposed projects using Job Order Contracts.
9. Authorize the Director of Public Works, acting as the Road Commissioner, or his designee to issue work orders to the selected contractors in an aggregate per Job Order Contract amount not to exceed the maximum amount of each Job Order Contract for each of the 24 proposed parkway concrete maintenance and guardrail replacement projects.

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

Approval of the recommended actions will find that the projects are exempt from the California Environmental Quality Act (CEQA) and allow Public Works to procure contractors through Job Order Contracts (JOCs) to enhance Public Works' ability to effectively and efficiently perform parkway concrete improvement and guardrail replacement on existing streets, highways, alleys, and access roads. The delivery of parkway concrete and guardrail projects via JOCs will allow Los Angeles County to expeditiously provide residents access to transportation infrastructure that is safe, resilient, sustainable, and equitable. The proposed JOCs will primarily be used on State-approved pavement projects that are being funded through the Road Maintenance and Rehabilitation Account (Senate Bill 1). The work to be approved through issuance of work orders will be performed in various unincorporated communities, as well as various city streets and County facilities Countywide (see Enclosure A) in support of ongoing operations that will benefit area residents and the travelling public.

JOC is a flexible and cost-effective unit price contracting method for performing maintenance work. The State Public Contract Code allows JOCs to be valid for one year. This process reduces administrative requirements and lowers administrative costs while meeting State and County procurement requirements.

Public Works utilizes guardrail JOCs to perform the majority of damaged guardrail and end-treatment repairs and/or replacements. JOCs provide an alternative method of performing repairs to augment the use of our County force account labor. Due to heavily competing priorities for the use of these force account resources, JOCs provide a good alternative for equitable and timely repair of these necessary roadway safety items.

Public Works utilizes parkway concrete JOCs to repair curb, gutter, sidewalk, and curb ramps. This contracting method has helped improve the mobility and access for constituents within unincorporated County areas while reducing approximately one-third of Public Works' parkway concrete backlog.

Public Works recommends that the Board authorize Public Works to award the JOCs following bid review and determination of the lowest responsive and responsible bidders. The 19 JOCs are for a not-to-exceed amount ranging from \$750,000 to \$5,250,000 each with an aggregate amount of \$42,500,000 (see Enclosure B).

Public Works also recommends that the Board approve each of the proposed projects listed in Enclosure C and authorize Public Works to use JOCs to deliver these projects. These projects may be delivered using JOCs approved in this Board letter and others may be delivered using JOCs that have been previously approved by the Board or JOCs that may be Board-approved in the future.

The majority of these proposed projects would be constructed in Fiscal Years 2023-24 and 2024-25.

### **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 supporting ongoing efforts to manage and improve public infrastructure assets.

### **FISCAL IMPACT/FINANCING**

Projects that are authorized under JOCs 6750 through 6768 and the 24 listed projects (Enclosure C) may be ordered for and subsequently funded by various funds administered by Public Works. The largest expenditure is anticipated to be derived from the Road Fund (B03 – Services and Supplies, Capital Assets-Infrastructure). Sufficient funds for each JOC work order will be made available in the appropriate fund prior to authorizing the work. For projects within cities, the costs will be collected through the provisions of the General Service Agreement.

The 19 JOCs are for a not-to-exceed amount ranging from \$750,000 to \$5,250,000 each with an aggregate amount of \$42,500,000.

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

Public Works will instruct the Executive Officer of the Board of Supervisors to advertise the JOCs for bids in accordance with Section 20392 of the State Public Contract Code. It is anticipated that the JOCs will advertise for bids within the next 12 to 18 months.

State Public Contract Code Section 3400 (c) (3) allows a product to be designated by specific brand name for several purposes, one of which is in order to obtain a necessary item that is only available from one source, if the awarding authority makes a finding and language is included in the Notice Inviting Bids. The Notice Inviting Bids includes language describing this finding.

A list of specific brand names and qualified purposes in accordance with the State Public Contract Code is provided in Enclosure D.

The contract awards will comply with applicable Federal and State requirements and Board policies and mandates. The contract documents will require the contractor to comply with these same requirements, policies, and mandates. The construction contract will be in the form previously reviewed and approved by County Counsel.

As required by the Board Policy No. 5.140, information such as defaulted contracts with the County, complaints filed with the Contractors State License Board, labor violations, and debarment actions will be considered before a contract is awarded.

The JOC Unit Price Books and Specifications include the contractual provisions, methods, and material requirements necessary for these contracts and are on file with Public Works.

The 24 listed projects would be carried out through Board-approved JOCs and/or JOCs that may be subsequently approved by the Board. Public Works will use the Board-approved Unit Price Books and Specifications, including the contractual provisions, methods, and material requirements necessary for these projects that are on file with Public Works.

Documents related to award of these contracts will be available at Los Angeles County Public Works, Project Management Division III, 900 South Fremont Avenue, 8th Floor, Alhambra, CA 91803.

## **ENVIRONMENTAL DOCUMENTATION**

The recommended actions to award these JOCs and take related actions and to adopt the JOC Unit Price Books and Specifications are not projects pursuant to CEQA because they are excluded from the definition of a project under Public Resources Code Section 21065 and are an organizational or administrative activity of government that will not result in direct or indirect physical changes to the environment pursuant to Section 15378 (b) of the CEQA Guidelines; or, in the alternative, they are exempt because it can be seen with certainty that they will not have a significant adverse impact on the environment.

The 24 proposed projects are categorically exempt from CEQA. Each of these projects consist of work involving parkway concrete maintenance and guardrail replacement on existing streets, highways, alleys, and access roads. Each of the projects fall under a class of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Section 15301 (c) of the CEQA Guidelines and Class 1 (x) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G.

The implementation of additional work orders under the JOCs will be subject to prior determination and documentation by Public Works that the work is exempt from CEQA. The type of work to be performed under these JOCs is generally anticipated to be exempt under Section 15301, Class 1, of the CEQA Guidelines, as well as Class 1 of the County Environmental Document Reporting Procedures. In addition, based on the records of the 24 separate projects, the JOCs will comply with all applicable regulations. The projects are not located in a sensitive environment, 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 the projects may cause a substantial adverse change in the significance of a historic resource that would make the exemptions inapplicable.

In the event the work under the work orders is not exempt, the Board will be requested to approve the appropriate environmental finding and documentation for that work, as applicable, prior to issuance of the work order.

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 15062 of the CEQA Guidelines and will post the notice to its website pursuant to Section 21092.2.

## **CONTRACTING PROCESS**

These contracts will be contracted on an open-competitive bid basis.

The Director, acting as the Road Commissioner, or his designee will award each of the 19 JOCs upon review of the bids. Each JOC will be awarded to a responsible contractor who submits the lowest responsive bid and meets the criteria established by the Board and the State Public Contract Code.

Contract provisions require the contractors to comply with the Board-adopted Local and Targeted Worker Hire Policy.

To increase contractor awareness of Public Works' program to contract work out to the private sector, this project will be listed on both the County's "Doing Business with Los Angeles County" and "Do Business with Public Works" websites for open bids:

<https://www.lacounty.gov/business/doing-business-with-la-county/>

<http://pw.lacounty.gov/general/contracts/opportunities>

Also, the contract solicitation will be advertised through web-based and social media platforms, including Twitter.

In addition, in order to increase opportunities for small businesses, Public Works will be coordinating with the Office of Small Business at the Department of Consumer and Business Affairs to maximize outreach, as well as offering preferences to Local Small Business Enterprises, Social Enterprises, and Disabled Veteran Business Enterprises in compliance with Los Angeles County Code, Chapters 2.204, 2.205, and 2.211.

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

The use of these contracts will expedite the completion of parkway concrete maintenance and guardrail replacement throughout various cities and unincorporated communities in Los Angeles County. Work from these contracts will improve mobility and access for constituents while maintaining safety.

The Honorable Board of Supervisors  
October 17, 2023  
Page 8

**CONCLUSION**

Please return an adopted copy of this letter to Public Works, Project Management Division III.

Respectfully submitted,

MARK PESTRELLA, PE  
Director of Public Works

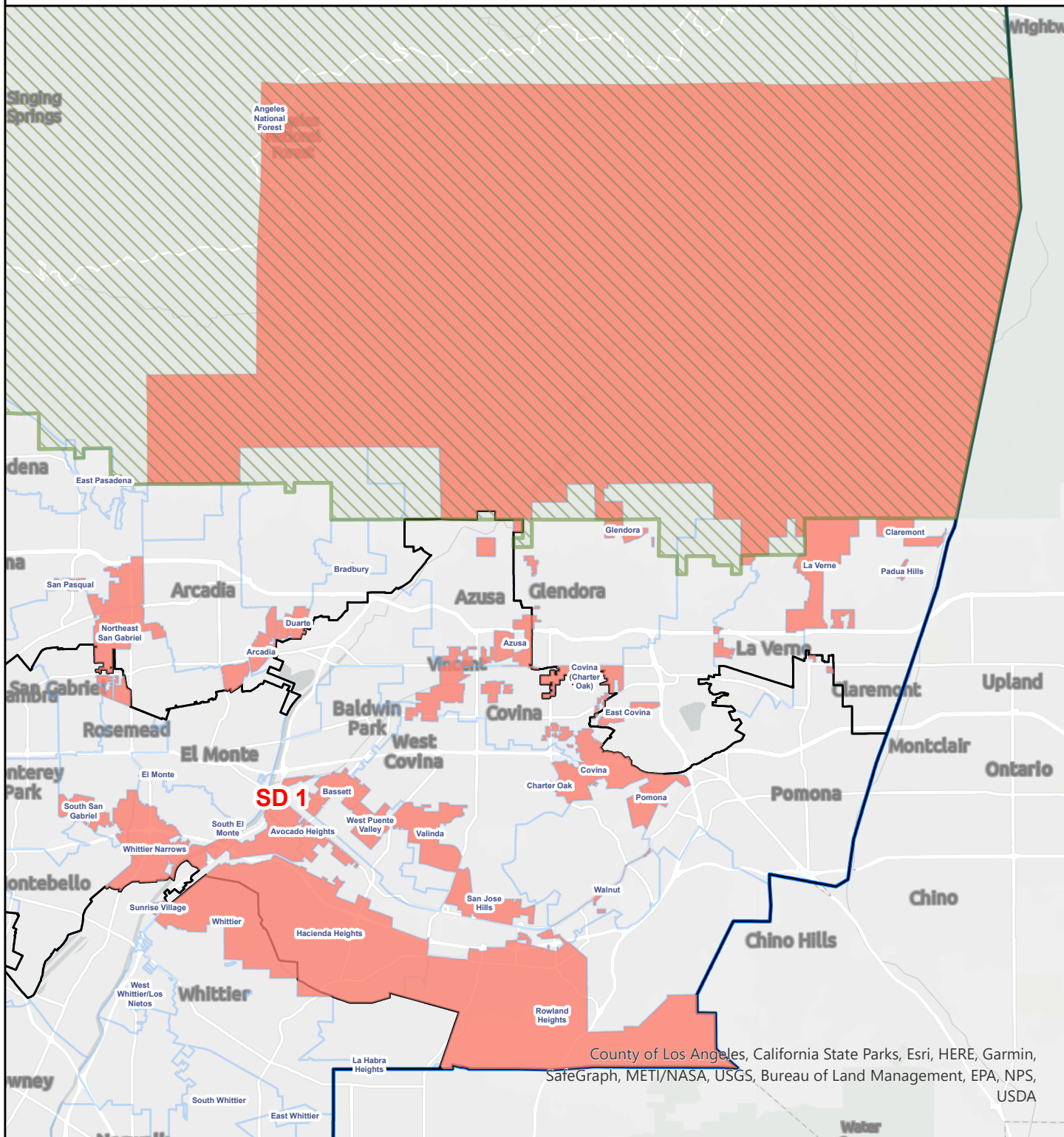
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Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office  
Internal Services Department (Countywide Contract Compliance)



# JOB ORDER CONTRACT PARKWAY CONCRETE MAINTENANCE MAINTENANCE DISTRICT 1



- Maintenance District 1
- Community Boundaries
- Supervisorial Districts
- National Forest

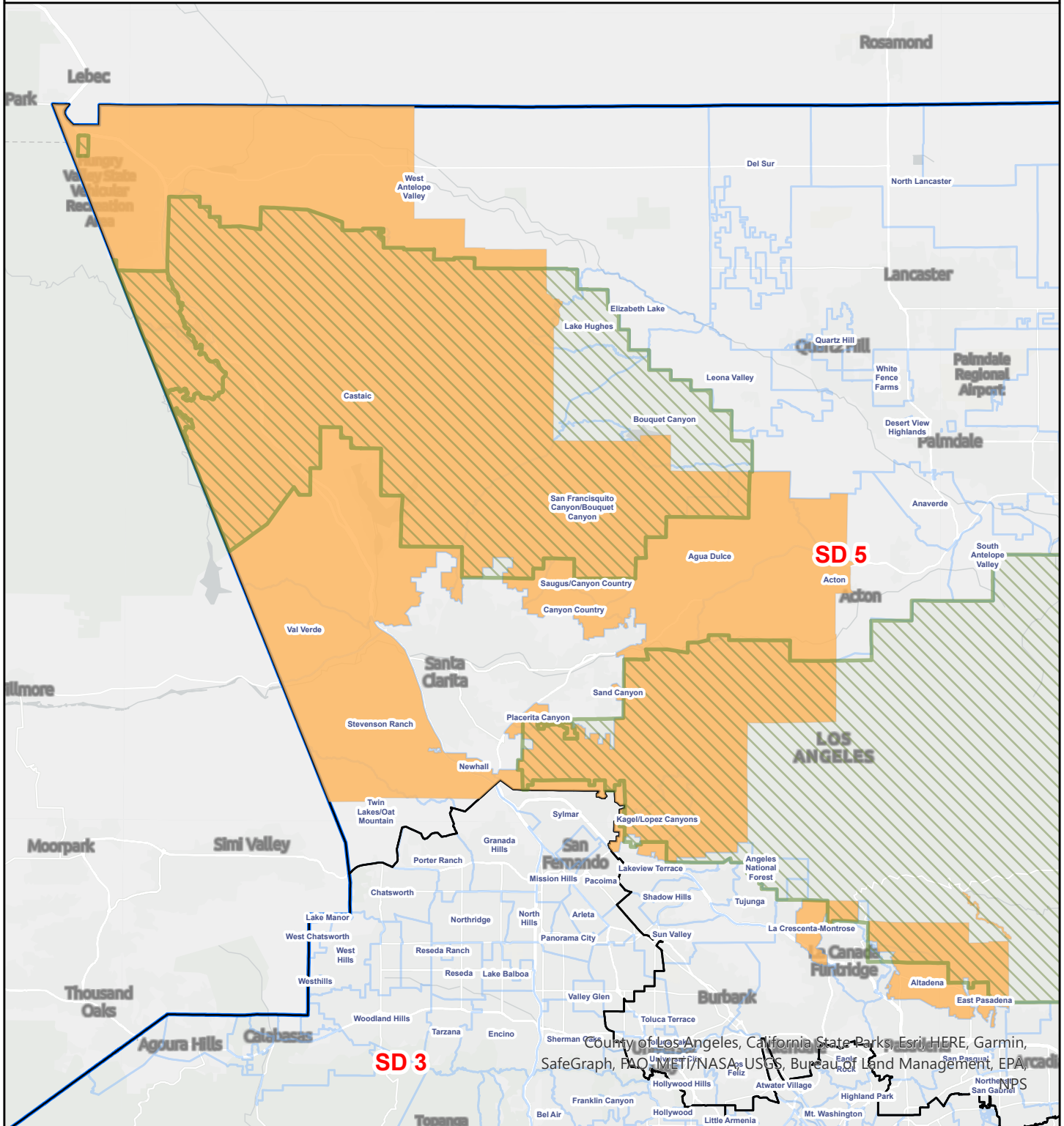
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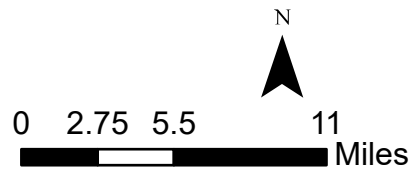
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# JOB ORDER CONTRACT PARKWAY CONCRETE MAINTENANCE MAINTENANCE DISTRICT 2



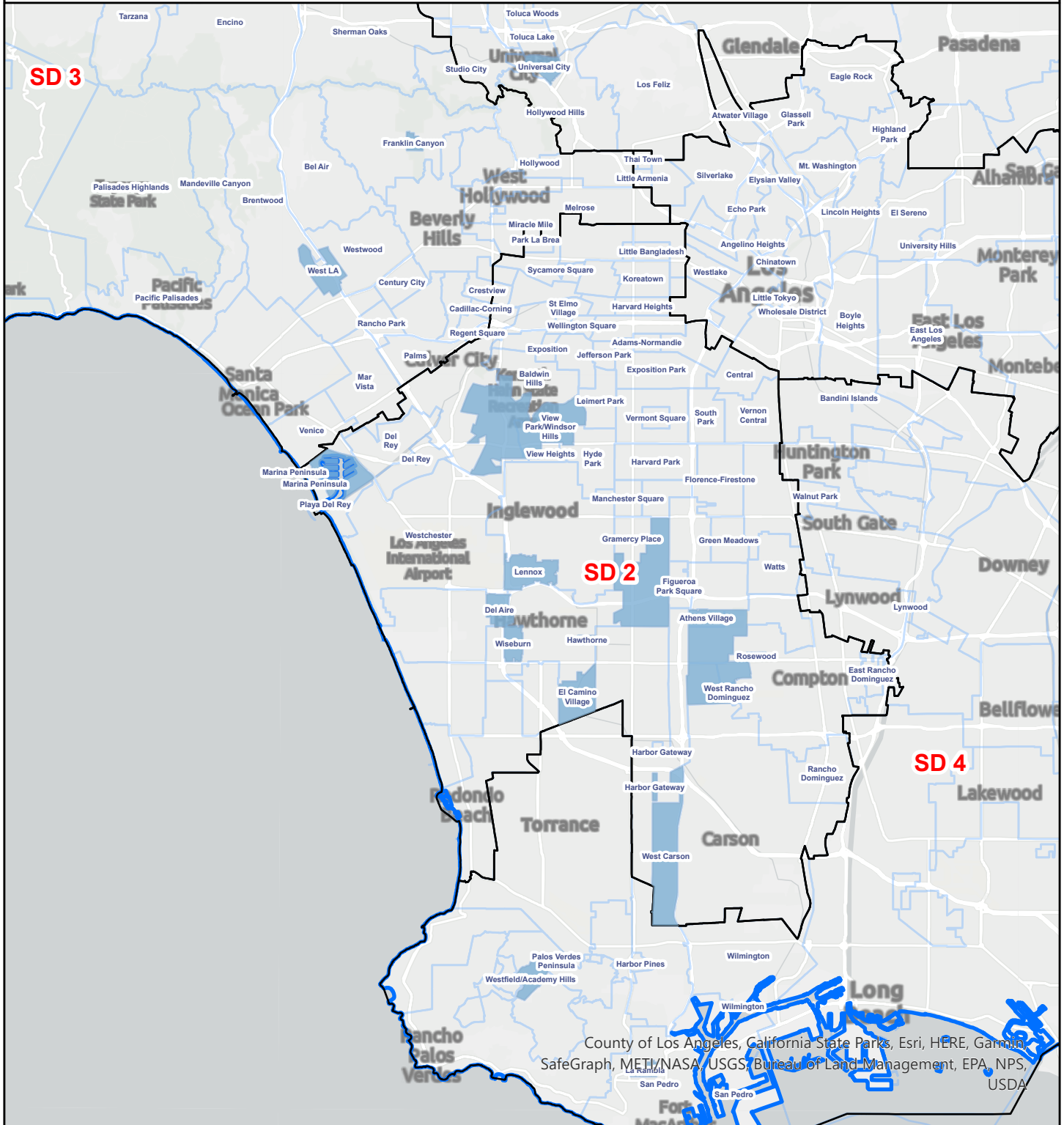
- Maintenance District 2
- Community Boundaries
- Supervisory Districts
- National Forest



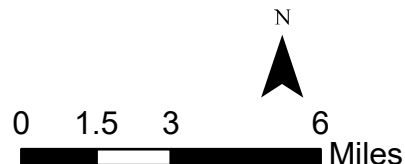
Data contained in this map is produced in whole or in part from Los Angeles County Public Works' digital database.



# JOB ORDER CONTRACT PARKWAY CONCRETE MAINTENANCE MAINTENANCE DISTRICT 3



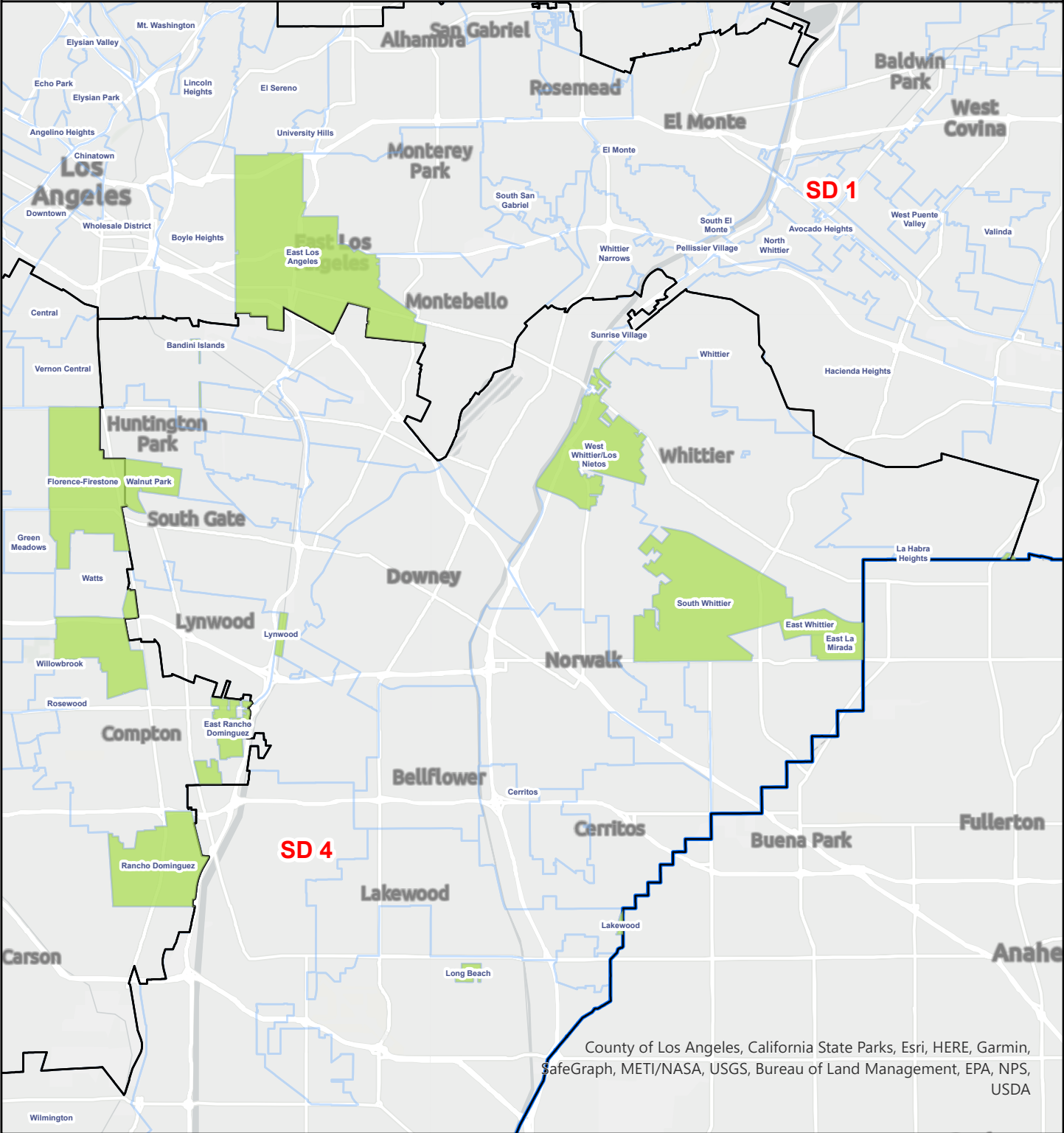
- Maintenance District 3
- Community Boundaries
- Supervisory Districts



Data contained in this map is produced in whole or in part from Los Angeles County Public Works' digital database.



**JOB ORDER CONTRACT  
PARKWAY CONCRETE MAINTENANCE  
MAINTENANCE DISTRICT 4**



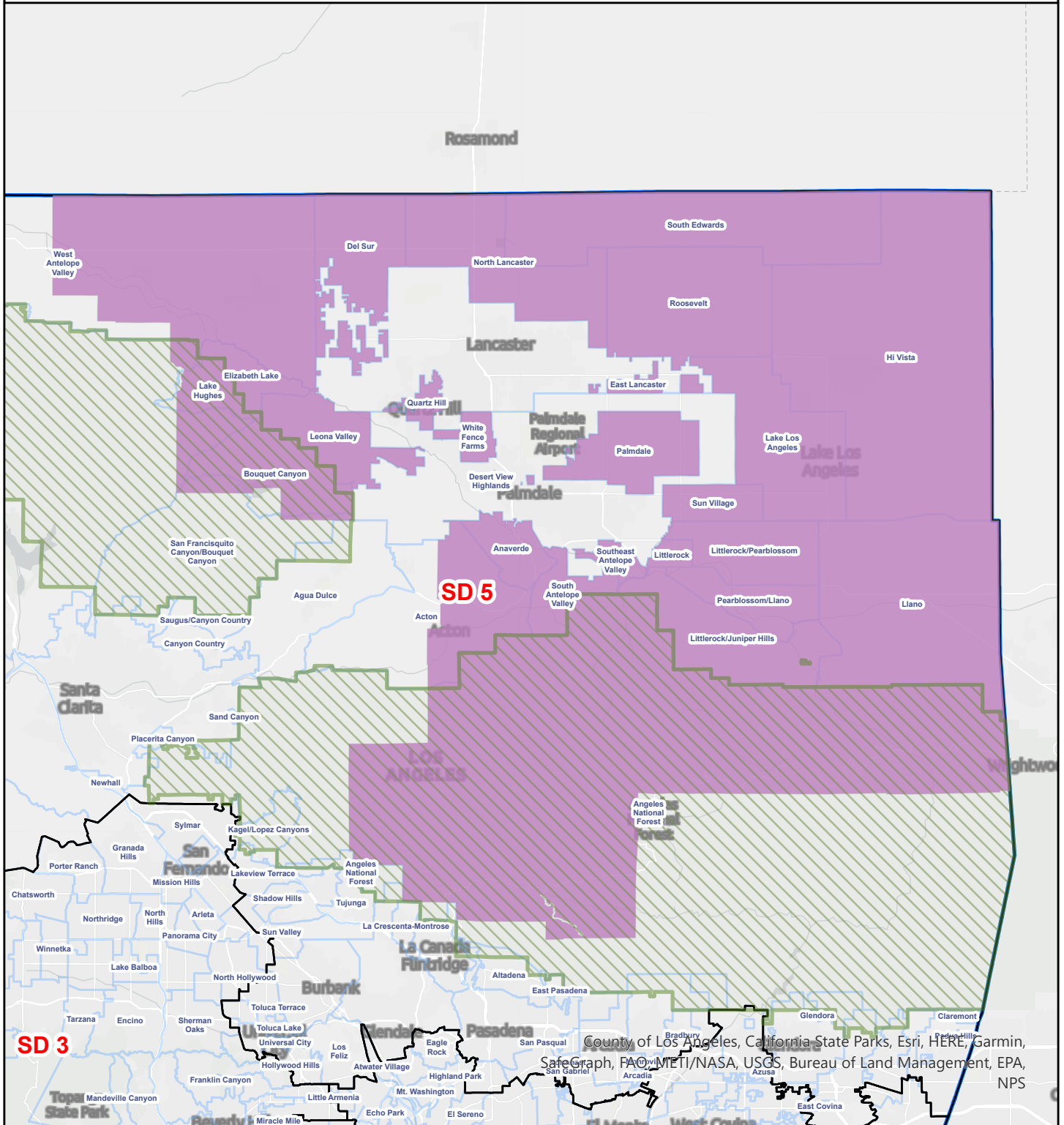
County of Los Angeles, California State Parks, Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA



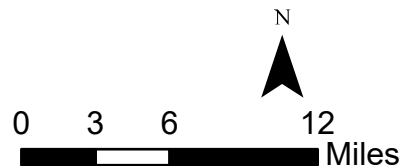
Data contained in this map is produced in whole or in part from Los Angeles County Public Works' digital database.



# JOB ORDER CONTRACT PARKWAY CONCRETE MAINTENANCE MAINTENANCE DISTRICT 5



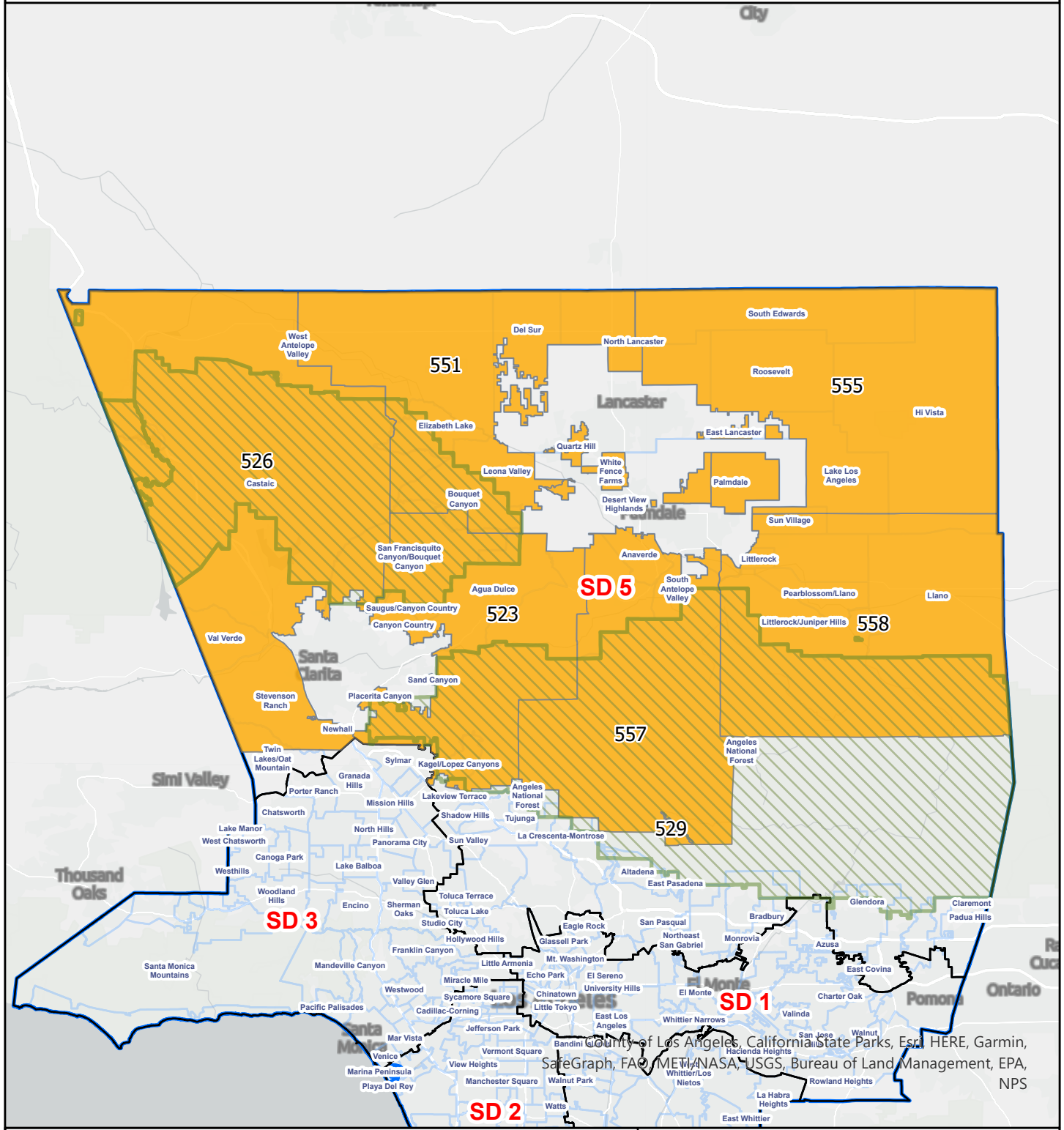
- Maintenance District 5
- Community Boundaries
- Supervisorial Districts
- National Forest



Data contained in this map is produced in whole or in part from Los Angeles County Public Works' digital database.



# JOB ORDER CONTRACT GUARDRAIL REPLACEMENT NORTH COUNTY



Community Boundaries

Supervisorial Districts

National Forest

North County Included Areas

N

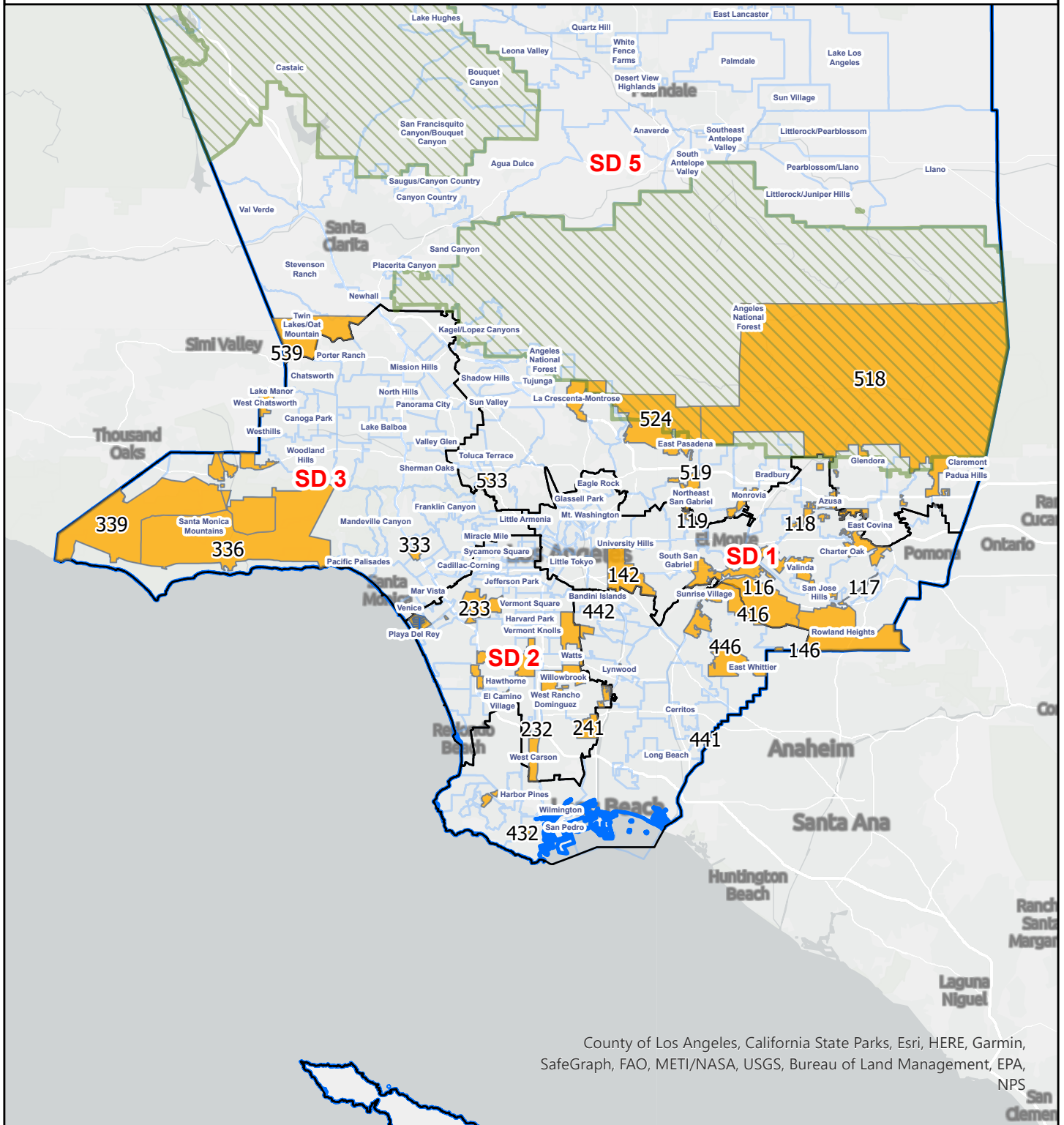
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Data contained in this map is produced in whole or in part from Los Angeles County Public Works' digital database.



# JOB ORDER CONTRACT GUARDRAIL REPLACEMENT SOUTH COUNTY



County of Los Angeles, California State Parks, Esri, HERE, Garmin,  
SafeGraph, FAO, METI/NASA, USGS, Bureau of Land Management, EPA,  
NPS

Data contained in this map is produced in whole or in part from Los Angeles County Public Works' digital database.

**JOB ORDER CONTRACT NOS. 6750 THROUGH 6768  
PARKWAY CONCRETE MAINTENANCE AND GUARDRAIL REPLACEMENT**

<b>Project ID No.</b>	<b>JOC</b>	<b>SD</b>	<b>Scope of Work</b>	<b>Amount</b>
RMDJOC6750	6750	1,4,5	Parkway Concrete Maintenance, Maintenance District No. 1	\$ 1,500,000
RMDJOC6751	6751	1,4,5	Parkway Concrete Maintenance, Maintenance District No. 1	\$ 1,500,000
RMDJOC6752	6752	1,4,5	Parkway Concrete Maintenance, Maintenance District No. 1	\$ 1,500,000
RMDJOC6753	6753	1,4,5	Parkway Concrete Maintenance, Maintenance District No. 1	\$ 1,500,000
RMDJOC6754	6754	1,4,5	Parkway Concrete Maintenance, Maintenance District No. 1	\$ 2,000,000
RMDJOC6755	6755	5	Parkway Concrete Maintenance, Maintenance District No. 2	\$ 1,500,000
RMDJOC6756	6756	2,3,4	Parkway Concrete Maintenance, Maintenance District No. 3	\$ 4,000,000
RMDJOC6757	6757	2,3,4	Parkway Concrete Maintenance, Maintenance District No. 3	\$ 4,000,000
RMDJOC6758	6758	2,3,4	Parkway Concrete Maintenance, Maintenance District No. 3	\$ 5,250,000
RMDJOC6759	6759	1,2,4	Parkway Concrete Maintenance, Maintenance District No. 4	\$ 1,000,000
RMDJOC6760	6760	1,2,4	Parkway Concrete Maintenance, Maintenance District No. 4	\$ 3,000,000
RMDJOC6761	6761	1,2,4	Parkway Concrete Maintenance, Maintenance District No. 4	\$ 5,000,000
RMDJOC6762	6762	1,2,4	Parkway Concrete Maintenance, Maintenance District No. 4	\$ 5,250,000
RMDJOC6763	6763	5	Parkway Concrete Maintenance, Maintenance District No. 5	\$ 750,000
RMDJOC6764	6764	5	Parkway Concrete Maintenance, Maintenance District No. 5	\$ 750,000
RMDJOC6765	6765	5	Guardrail Replacement, North Los Angeles County	\$ 1,000,000
RMDJOC6766	6766	5	Guardrail Replacement, North Los Angeles County	\$ 1,000,000
RMDJOC6767	6767	1,2,3,4,5	Guardrail Replacement, South Los Angeles County	\$ 1,000,000
RMDJOC6768	6768	1,2,3,4,5	Guardrail Replacement, South Los Angeles County	\$ 1,000,000
<b>TOTAL:</b>				<b>\$42,500,000</b>

P:\cnpub\ADMIN\Section\Administration\BOARD\AAA\2023\DAAG JOC 6750-6768\DAAG JOC 6750-6768 (Enclosure B).docx

**JOB ORDER CONTRACT NOS. 6750 THROUGH 6768  
PARKWAY CONCRETE MAINTENANCE AND GUARDRAIL REPLACEMENT**

	<b>Project Name</b>	<b>SD</b>	<b>Type of Project</b>	<b>Estimated Construction Cost</b>	<b>Total Project Cost Estimate</b>
1.	110th Street, et al. – Athens Concrete Repair	2	Concrete Repair	\$ 1,800,000	\$ 2,160,000
2.	122nd Street, et al. – Athens Village Concrete Repair	2	Concrete Repair	\$ 2,500,000	\$ 3,000,000
3.	76th Place, et al. – Florence-Firestone Concrete Repair	2	Concrete Repair	\$ 1,900,000	\$ 2,280,000
4.	Allston Street, et al. – East Los Angeles Concrete Repair	1	Concrete Repair	\$ 1,058,000	\$ 1,129,000
5.	Binney Street, et al. - Hacienda Heights Concrete Repair	1	Concrete Repair	\$ 633,000	\$ 760,000
6.	Calaveras Street, et al. Phase I – Altadena Concrete Repair	5	Concrete Repair	\$ 647,000	\$ 776,000
7.	Canelones Drive, et al. - Hacienda Heights Concrete Repair	1	Concrete Repair	\$ 1,208,000	\$ 1,450,000
8.	Covina Hills Road, et al. - Charter Oak Concrete Repair	1	Concrete Repair	\$ 130,000	\$ 156,000
9.	Dawn Haven Road, et al. - Hacienda Heights Concrete Repair	1	Concrete Repair	\$ 1,089,000	\$ 1,307,000
10.	Fiji Way, et al. – Marina Del Rey Concrete Repair	2	Concrete Repair	\$ 700,000	\$ 840,000
11.	Hubbard Street, et al. – East Los Angeles Concrete Repair	1	Concrete Repair	\$ 4,000,000	\$ 4,800,000
12.	Judah Avenue, et al. – Del Aire Concrete Repair	2	Concrete Repair	\$ 3,000,000	\$ 3,600,000
13.	La Cienega Boulevard - Lennox Concrete Repair	2	Concrete Repair	\$ 350,000	\$ 420,000
14.	Las Flores Canyon Road at Mile Marker 2.15 – Guardrail Repair (Malibu)	3	Guardrail Repair	\$ 350,000	\$ 455,000

**JOB ORDER CONTRACT NOS. 6750 THROUGH 6768  
PARKWAY CONCRETE MAINTENANCE AND GUARDRAIL REPLACEMENT**

	<b>Project Name</b>	<b>SD</b>	<b>Type of Project</b>	<b>Estimated Construction Cost</b>	<b>Total Project Cost Estimate</b>
15.	Marvin Braude Bike Trail - Concrete Repair	2	Concrete Repair	\$ 500,000	\$ 600,000
16.	Maunaloa Avenue, et al. - East Azusa Concrete Repair	1	Concrete Repair	\$ 1,091,000	\$ 1,309,000
17.	Meyler Street, et al. – West Carson Concrete Repair	2	Concrete Repair	\$ 2,200,000	\$ 2,640,000
18.	Placid Drive, et al. – South Whittier Concrete Repair	4	Concrete Repair	\$ 1,630,000	\$ 1,956,000
19.	San Bernardino Road, et al. - Covina Islands Concrete Repair	1	Concrete Repair	\$ 1,147,000	\$ 1,376,000
20.	Summerfield Avenue, et al. - West Whittier Los Nietos Concrete Repair	4	Concrete Repair	\$ 550,000	\$ 660,000
21.	The Old Road – Pico Canyon Road to Sagecrest Circle - Stevenson Ranch Concrete Repair	5	Concrete Repair	\$ 350,000	\$ 420,000
22.	Tudor Street, et al. – Covina Islands Concrete Repair	1	Concrete Repair	\$ 917,000	\$ 1,100,000
23.	Van Wig Avenue, et al. - Bassett Concrete Repair	1	Concrete Repair	\$ 950,000	\$ 1,140,000
24.	Zamora Avenue, et al. - Florence-Firestone Concrete Repair	2	Concrete Repair	\$ 1,500,000	\$ 1,800,000
<b>TOTALS:</b>				<b>\$30,200,000</b>	<b>\$36,134,000</b>

**PROJECT NAME:**     **GUARDRAIL REPLACEMENT, NORTH AND SOUTH  
LOS ANGELES COUNTY**

**PROJECT ID NOS.:** **RMDJOC6765 - 6768**

**List of specific brand names in accordance with State Public Contract Code  
Section 3400:**

<b>Item/Category</b>	<b>Manufacturer</b>	<b>Model</b>	<b>PCC 3400 Justification*</b>	<b>Detailed Justification</b>
Galvanized Surface Colorant	Natina Products, LLC	N/A	(3)	This item is only available from one source

\*(1) In order that a field test or experiment may be made to determine the product's suitability for future use. (2) In order to match other products in use on a particular public improvement either completed or in the course of completion. (3) In order to obtain a necessary item that is only available from one source. (4) (A) In order to respond to an emergency declared by a local agency, but only if the declaration is approved by a four-fifths vote of the governing board of the local agency issuing the Invitation for Bid or Request for Proposals. (B) In order to respond to an emergency declared by the State, a State agency, or political subdivision of the State, but only if the facts setting forth the reasons for the finding of the emergency are contained in the public records of the authority issuing the Invitation for Bid or Request for Proposals.

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023		
<b>BOARD MEETING DATE</b>	10/17/2023		
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input checked="" type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>		
<b>DEPARTMENT(S)</b>	Public Works		
<b>SUBJECT</b>	CP Martin Luther King, Jr. Clinical Laboratory and Red-Bag Storage Project		
<b>PROGRAM</b>	N/A		
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:		
<b>DEADLINES/ TIME CONSTRAINTS</b>	Funding is required to complete the project in early 2024.		
<b>COST &amp; FUNDING</b>	Total cost: \$1,075,000	Funding source: The additional funding of \$1,075,000 will be provided by the Department of Health Services Enterprise Fund-Committed for Department of Health Services.	
	TERMS (if applicable): N/A		
	Explanation: N/A		
<b>PURPOSE OF REQUEST</b>	Public Works is seeking Board approval for the revised project budget of \$16,975,000, which is an increase of \$1,075,000 from the previous Board-approved amount of \$15,900,000, and to execute four construction change orders with AWI Builders, Inc., for the Martin Luther King, Jr. (MLK) Clinical Laboratory and Red-bag Storage Project.		
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	<p>On February 23, 2021, the Board approved the total project budget of \$14,550,00 for the MLK Clinical Laboratory and Red-Bag Storage Project and authorized Public Works to award and execute a construction contract with AWI, for a not-to-exceed amount of \$8,486,500. On December 6, 2022, the Board approved the revised project budget of \$15,900,000.</p> <p>Public Works is seeking Board-approval of four construction change orders totaling \$1,275,000: for building modifications due to Laboratory Equipment Changes for a \$510,000 not-to-exceed amount; changes to the foundation rebar and addition of sump pits for the Red-Bag Storage, for a \$250,000 not-to-exceed amount; Clinical Lab roofing changes for a \$315,000 not-to-exceed amount; and for changes to the low voltage equipment for a \$200,000 not-to-exceed amount. The change order for the Red-Bag Storage Foundation changes will be funded with available project change order contingency funds.</p> <p>Construction of the MLK Clinical Laboratory and Red-Bag Storage Project is approximately 85 percent complete and is expected to be substantially completed in April 2024.</p>		
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how: The project will ensure that medical health services continue to be provided to a community that has been historically underserved.		
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: These recommendations support Board Priority No. 2 - Health Integration/Alliance for Health Integration by Providing Prevention, Treatment, and Healing Services.		
<b>DEPARTMENTAL CONTACTS</b>	Name, Title, Phone # & Email: Vincent Yu, Deputy Director, (626) 458-4010, cell (626) 614-7217, <a href="mailto:vyu@dpw.lacounty.gov">vyu@dpw.lacounty.gov</a> .		



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE:

October 17, 2023

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
MARTIN LUTHER KING, JR. MEDICAL CAMPUS  
CLINICAL LABORATORY AND RED-BAG STORAGE PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE CONSTRUCTION CHANGE ORDERS  
CAPITAL PROJECT NO. 69857  
(FISCAL YEAR 2023-24)  
(SUPERVISORIAL DISTRICT 2)  
(4 VOTES)**

### **SUBJECT**

Public Works is seeking Board approval to increase the project budget and execute four construction change orders with AWI Builders, Inc., for the Martin Luther King, Jr. Medical Campus Clinical Laboratory and Red-Bag Storage Project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the recommended actions are within the scope of the Board's previous finding of exemption from the California Environmental Quality Act for the Martin Luther King, Jr. Medical Campus Clinical Laboratory and Red-Bag Storage Project from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the approved project.
2. Approve the revised project budget of \$16,975,000, an increase of \$1,075,000 from the previous Board-approved amount of \$15,900,000, for the Martin Luther King, Jr. Medical Campus Clinical Laboratory and Red-Bag Storage Project, Capital Project No. 69857.
3. Approve the Fiscal Year 2023-24 appropriation adjustment to allocate \$1,075,000 from the Department of Health Services' Enterprise Fund-Committed for the Department of Health Services to fund the remaining project expenditures of the Martin Luther King, Jr. Medical Campus Clinical Laboratory and Red-Bag Storage Project, Capital Project No. 69857.

4. Approve and authorize the Director of Public Works or his designee to finalize negotiations and execute a change order with AWI Builders, Inc., for a \$510,000 not-to-exceed amount for building modifications due to a change in laboratory equipment.
5. Approve and authorize the Director of Public Works or his designee to finalize negotiations and execute a change order with AWI Builders, Inc., for a \$250,000 not-to-exceed amount for changes required to the Red-Bag Storage area foundation.
6. Approve and authorize the Director of Public Works or his designee to finalize negotiations and execute a change order with AWI Builders, Inc., for a \$315,000 not-to-exceed amount for additional rooftop equipment pads.
7. Approve and authorize the Director of Public Works or his designee to finalize negotiations and execute a change order with AWI Builders, Inc., for a \$200,000 not-to-exceed amount for revisions and additions of low-voltage equipment.

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

Approval of the recommended actions will find that they are within the within the scope of the Board's previous exemption finding under the California Environmental Quality Act (CEQA); approve the revised project budget and associated appropriation adjustment; and authorize Public Works to execute four change orders with AWI Builders, Inc., for the Martin Luther King, Jr. Medical Campus (MLK) Clinical Laboratory and Red-Bag Storage Project.

#### **Background**

This project will benefit patients served at the MLK Outpatient Center by optimizing clinical lab space, utilizing advanced technology and equipment, and incorporating the Department of Health Services (DHS) laboratory integration initiative to streamline laboratory services.

The approved Clinical Laboratory and Red-bag Storage Project consists of demolishing the existing, abandoned cooling towers to construct a 7,000 square foot clinical laboratory, including an adjacent red-bag storage area at the MLK Medical Campus. The existing clinical laboratory located on the Third Floor of the Augustus F. Hawkins building occupies approximately 27,000 square feet and provides laboratory tests for the MLK Outpatient Center, correctional health, and DHS satellite clinics.

DHS launched a laboratory integration initiative to improve efficiency, standardize testing practices and ensure equitable access for all DHS patients. Laboratory tests will be processed at centralized DHS locations but principally at Los Angeles General and Harbor-UCLA Medical Centers. All tests that are available to MLK patients today will continue to be available in the new MLK laboratory. Additionally, the laboratory integration will result in no anticipated additional capital costs at the new centralized locations.

On June 11, 2019, the Board established and approved the MLK Clinical Laboratory and Red-Bag Storage Project, which included the make-ready work using a Board approved Job Order Contract as part of the MLK Behavioral Health Center Renovation Project.

On February 23, 2021, the Board approved the total project budget of \$14,550,000 for the MLK Clinical Laboratory and Red-Bag Storage Project and authorized Public Works to award and execute a construction contract to the lowest responsible bidder, AWI, for a not-to-exceed amount of \$8,486,500.

On December 6, 2022, the Board approved the revised project budget of \$15,900,000, an increase of \$1,350,000 due to unforeseen soil conditions and laboratory equipment changes.

Construction of the approved MLK Clinical Laboratory and Red-Bag Storage Project is approximately 85 percent complete and is expected to be substantially completed in April 2024.

#### Laboratory Equipment Changes

On December 6, 2022, the Board approved \$150,000 for construction cost impacts due to changes to both owner-furnished and contractor-furnished laboratory equipment identified by DHS. The changes are required to meet the operational and programmatic needs of clinical staff and for laboratory operations. After completing the redesign required to support the new equipment, it was determined that associated construction costs would exceed the \$150,000 budget due to extensive modifications of the building's structural, mechanical, electrical, and plumbing systems required for the new equipment. Public Works estimates the total cost of the modifications at \$510,000.

The proposed change order with AWI for a \$510,000 not-to-exceed amount will cover the cost of the modifications to and additions of structural supports, electrical and low-voltage cabling and outlets, plumbing lines, mechanical ductwork, and custom casework.

### Red-Bag Foundation Anchor Bars and Sump Pits Changes

During installation of the steel reinforcing bar system for the Red-Bag Storage concrete foundation, material unavailability and shortages triggered constructability issues requiring redesign of the foundation. Additionally, five sump pits integral to the foundation system were requested by DHS to meet sanitary drainage needs. The changes resulted in additional design, coordination, and construction of additional rebar, supports, and concrete curbs.

The proposed change order with AWI for a \$250,000 not-to-exceed amount will cover the cost of the additional design, coordination, and construction of additional rebar, supports, and concrete curbs.

### Clinical Lab Roofing Changes

During construction of the Clinical Lab wood framing, rooftop equipment conflicts, as well as design omissions of support pads, were encountered.

The proposed change order with AWI for a \$315,000 not-to-exceed amount will cover the cost of the additional design, coordination, and construction of rooftop equipment pads, including supports, blocking, angles, anchorage, and associated hardware.

### Low-Voltage Changes

During procurement of the Clinical Lab audio-video system, equipment obsolescence and design omissions triggered reconfiguration and upgrades of devices and systems. Additionally, an intrusion alarm system was requested by DHS to meet security needs.

The proposed change order with AWI for a \$200,000 not-to-exceed amount will cover the cost of the additional design, coordination, programming, and construction of supplementary conduits, supports, low-voltage cabling, and associated hardware.

These proposed scope changes have resulted in an increase to the project's budget and delayed the substantial completion by approximately 12 months, which is currently anticipated in April 2024.

### Green Building/Sustainable Design Program

On December 20, 2016, the Board adopted a new Leadership in Energy and Environmental Design (LEED) policy, requiring all new County buildings greater than 10,000 square feet in size, to achieve LEED Gold Certification. The MLK Clinical Laboratory and Red-Bag Storage Project's new laboratory building is less than 10,000 square feet; therefore, it is exempt from achieving LEED certification. However,

the project will continue to support the Board's policy for Green Building/Sustainable Design Program by recycling disposable material, incorporating energy efficient products during construction, and by incorporating water and energy conservation features.

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

These recommendations support the County Strategic Plan: Strategy II.1, Drive Economic Development in the County; Strategy II.2, Support the Wellness of our Communities; and Strategy III.3, Coordinate Workforce Development. Strategic Plan supports the wellness of our communities and enhances the delivery of comprehensive and seamless healthcare services to the residents of the County seeking healthcare assistance.

### **FISCAL IMPACT/FINANCING**

Approval of the recommended actions will increase the previous Board approved project budget from \$15,900,000 to \$16,975,000, an increase of \$1,075,000. The revised project budget includes construction, change order contingency, plans and specifications, permit fees, consultant services, inspection services, and County services. The revised project budget and schedule are included in Enclosure A.

The proposed budget increase in the amount of \$1,075,000 will provide additional funding to cover the cost of three of the four proposed change orders with AWI for a not-to-exceed amount of \$875,000, an increase in the Civic Art Fund allowance, and associated soft costs. The second change order in the amount of \$250,000 will be funded with available project change order contingency funds.

Approval of the Fiscal Year 2023-24 appropriation adjustment (Enclosure B) will allocate \$1,075,000 from DHS Enterprise Fund-Committed for DHS to fund the projected Fiscal Year 2023-24 expenditures for the MLK Clinical Laboratory and Red-Bag Storage Project, Capital Project No. 69857. There is no net County cost impact associated with the recommended actions.

#### **Operating Budget Impact**

Following completion of the projects, DHS will fund the associated ongoing maintenance and operational costs, as needed, with the departmental resources in future budget phases.

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

In accordance with the Board's Civic Art Policy amended on August 4, 2020, the project budget includes one percent of the eligible design and construction costs allocated to the

Civic Art fund. If approved, this budget increase will increase the eligible Civic Art allocation from \$145,000 to \$152,525.

In accordance with Board Policy 5.270, Countywide Local and Targeted Worker Hiring, the project requires that at least 30 percent of the California construction labor hours be performed by qualified Local Residents and at least 10 percent be performed by Targeted Workers facing employment barriers. The project also includes a jobs coordinator who facilitates the implementation of the targeted hiring requirement of the policy.

Public Contract Code Section 20137 allows the Board, with a four-fifths vote, to authorize an individual change order to a construction contract that is 10 percent or less of the original contract amount without having to obtain bids for the work. Each of the proposed change orders is for less than 10 percent of the original contract sum, and each change is for an independent scope of work. Each of these changes are, therefore, within the statutory threshold.

Los Angeles County Code Section 2.18.050 and Public Contract Code Section 20145 authorize the Director to execute change orders to original contracts entered into by the Board where an individual change order does not exceed 10 percent of the amount of the original contract or \$330,000 whichever is less. The aggregate total amount of those changes or alterations to an original contract may not exceed 25 percent of the amount of the original contract. The change orders discussed above are within the monetary limits set forth in the County Code and Public Contract Code.

## **ENVIRONMENTAL DOCUMENTATION**

On June 11, 2019, the Board found the MLK Clinical Laboratory and Red-Bag Storage Project categorically exempt from CEQA. A Notice of Exemption was filed on June 18, 2019. The project remains within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets criteria set forth in Sections 15301 (l) (3) and (4); 15303 (c); and 15304 (a) and (b) of the State CEQA Guidelines and Classes 1 (h) (3) and (4); 3 (k); and 4 (a) and (c) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The project continues to provide for demolition of individual small structures and construction of small buildings not exceeding 10,000 square feet with negligible or no expansion of use. The currently recommended actions are within the scope of the previous finding of exemption.

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 Public Resources Code Section 21152 and will post the Notice of Exemption to its website pursuant to Section 21092.2.

### **CONTRACTING PROCESS**

On July 12, 2021, Public Works entered into low-bid agreement for construction services with AWI for an \$8,486,500. To date, Public Works has executed 31 change orders under delegated authority in the amount of \$1,631,820.67, which is 19 percent of the original contract sum.

Once executed, the proposed change orders for a \$1,275,000 total not-to-exceed amount will bring the total amount of executed change orders to \$2,906,820.67, or 34 percent of the original contract sum.

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

Approval of the recommended actions will have no impact on current services at the MLK Medical Campus. There are no anticipated impacts to laboratory testing during equipment relocation. All patient care services on campus will remain fully operational during construction.

### **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

GS:LR:jc

Enclosures

c: Department of Arts and Culture  
Auditor-Controller  
Chief Executive Office (Capital Programs Division)  
Department of Children and Family Services  
County Counsel  
Executive Office  
Department of Health Services (Capital Projects Division)

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
MARTIN LUTHER KING, JR. MEDICAL CAMPUS  
CLINICAL LABORATORY AND RED-BAG STORAGE PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE CONSTRUCTION CHANGE ORDERS  
CAPITAL PROJECT NO. 69857  
(FISCAL YEAR 2023-24)  
(SUPERVISORIAL DISTRICT 2)  
(4 VOTES)**

**I. PROJECT SCHEDULE SUMMARY**

Project Activity	Scheduled Completion Date	Revised Scheduled Completion Date
<b>Make-Ready</b>		
Construction Documents	07/19/2019 (Actual)	
Jurisdictional Approvals	09/23/2019 (Actual)	
Construction Award	08/06/2020 (Actual)	
Substantial Completion	11/13/2020 (Actual)	
<b>Low-Bid Construction</b>		
Construction Documents	06/26/2020 (Actual)	
Jurisdictional Approvals	02/09/2021 (Actual)	
Construction Award	June 2021 (Actual)	
Substantial Completion	April 2023	April 2024
Project Acceptance	May 2023	May 2024

**II. PROJECT BUDGET SUMMARY**

Project Budget Category	Board Approved Budget	Changes Since Previous Board Approved Budget	Revised Budget
Low-Bid Construction	\$ 8,500,000	\$ 0	\$ 8,500,000
Make-Ready Construction	\$ 1,040,000	\$ 0	\$ 1,040,000
Change Order Contingency	\$ 2,578,000	\$ 875,000	\$ 3,453,000
Utility Connections	\$ 0	\$ 0	\$ 0
Construction Subtotal	\$12,118,000	\$ 875,000	\$12,993,000
Civic Art	\$ 145,000	\$ 7,525	\$ 152,525
Plans and Specifications	\$ 2,239,500	\$ 20,000	\$ 2,259,500
Consultant Services	\$ 886,000	\$ 30,000	\$ 916,000
Miscellaneous Expenditures	\$ 20,000	\$ 0	\$ 20,000
Jurisdictional Review/Plan Check/Permits	\$ 305,000	\$ 20,000	\$ 325,000
County Services	\$ 186,500	\$ 122,475	\$ 308,975
<b>TOTAL PROJECT COST</b>	<b>\$15,900,000</b>	<b>\$1,075,000</b>	<b>\$16,975,000</b>

**ENCLOSURE B**  
October 17, 2023

**CONSTRUCTION CONTRACT  
CONSTRUCTION MANAGEMENT CORE SERVICE AREA  
MARTIN LUTHER KING, JR. MEDICAL CAMPUS  
CLINICAL LABORATORY AND RED-BAG STORAGE PROJECT  
APPROVE REVISED PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
APPROVE CONSTRUCTION CHANGE ORDERS  
CAPITAL PROJECT NO. 69857  
(FISCAL YEAR 2023-24)  
(SUPERVISORIAL DISTRICT 2)  
(4 VOTES)**

**Appropriation Adjustment Pending**

PINK

BA FORM 11162021

BOARD OF SUPERVISORS  
OFFICIAL COPY

September 14, 2023

COUNTY OF LOS ANGELES

DEPARTMENT OF HEALTH SERVICES

REQUEST FOR APPROPRIATION ADJUSTMENT

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  
FY 2023-24  
4 - VOTES

SOURCES		USES	
DHS ENTERPRISE FUND MN2-3078 COMMITTED FOR DHS DECREASE OBLIGATED FUND BALANCE	1,075,000	DHS ENTERPRISE FUND MN2-HS-6100-60070 OTHER FINANCING USES INCREASE APPROPRIATION	1,075,000
HARBOR CARE SOUTH ENTERPRISE FUND MN1-HH-96-9911-60020 OPERATING TRANSFERS IN INCREASE REVENUE	1,075,000	HARBOR CARE SOUTH ENTERPRISE FUND MN1-HH-96-9912-60020 OPERATING SUBSIDY - GENERAL FUND DECREASE REVENUE	1,075,000
ENT SUB - HARBOR CARE SOUTH A01-AC-6100-21200-21226 OTHER FINANCING USES DECREASE APPROPRIATION	1,075,000	MARTIN LUTHER KING JR. OUTPATIENT CENTER MLK CLINICAL LABORATORY AND RED-BAG STORAGE A01-CP-6014-64020-69857 CAPITAL ASSETS - B & I INCREASE APPROPRIATION	1,075,000
SOURCES TOTAL	\$ 3,225,000	USES TOTAL	\$ 3,225,000

JUSTIFICATION

This budget adjustment of \$1,075,000 is necessary to fund Capital Project No. 69857, MLK Clinical Laboratory and Red-Bag Storage Project, from DHS Enterprise Fund-Committed for DHS for anticipated expenditures in FY 2023-24.

AUTHORIZED SIGNATURE

JEAN LO, CHIEF, CONTROLLER'S DIVISION

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

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---	<input type="checkbox"/> ACTION	<input type="checkbox"/> APPROVED AS REQUESTED
	<input type="checkbox"/> RECOMMENDATION	<input type="checkbox"/> APPROVED AS REVISED
AUDITOR-CONTROLLER	BY	CHIEF EXECUTIVE OFFICER
B.A. NO.	DATE	DATE

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023	
<b>BOARD MEETING DATE</b>	10/17/2023	
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input checked="" type="checkbox"/> 5 <sup>th</sup>	
<b>DEPARTMENT(S)</b>	Treasurer and Tax Collector and Regional Planning	
<b>SUBJECT</b>	Valencia Facilities Community Facilities District (CFD) – Annexation of Property as Improvement Area No. 3	
<b>PROGRAM</b>	N/A	
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
<b>DEADLINES/ TIME CONSTRAINTS</b>	None	
<b>COST &amp; FUNDING</b>	Total cost: \$    N/A	Funding source: N/A
	TERMS (if applicable): N/A	
	Explanation: N/A	
<b>PURPOSE OF REQUEST</b>	Board approval of the Resolutions will: 1) allow for the annexation of property as Improvement Area No. 3 of the CFD; 2) authorize the levy of Special Tax on the property annexed; 3) authorize the incurrence of bonded indebtedness for Improvement Area No. 3 in an aggregate principal amount not to exceed \$50 million to finance infrastructure, including park and recreation facilities, road/bridge improvements, median/parkway landscaping, storm drains, sewer improvements, water improvements, and water quality basins; and 4) authorize and direct the Chair to execute Amendment 1 to the Acquisition, Funding and Disclosure Agreement.	
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The Valencia Project implements the Newhall Ranch Specific Plan adopted by the Board on May 27, 2003. In September 2019, Newhall land and Farming Company, a California limited partnership, and Stevenson Ranch Venture, LLC, a Delaware limited liability company petitioned to request the formation of Mello-Roos CFD to finance regional infrastructure improvements in the Valencia area of the Santa Clarita Valley. On March 9, 2021, the Board approved and established County of Los Angeles CFD No. 2021-01 (Valencia – Facilities) and designated as Improvement Area 1. On April 5, 2022, the board approved the annexation of certain property within the Facilities CFD and designated as Improvement Area 2. Upon Board approval, the property to be annexed as Improvement Area No. 3 is within the Valencia-Facilities CFD.	
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Board Priority #7 Sustainability. The annexation of the CFD will increase economic development in the Santa Clarita Valley region as more homes and public infrastructure are developed, resulting in a larger property tax base and expanded housing options for new residents in the region.	
<b>DEPARTMENTAL CONTACTS</b>	<ul style="list-style-type: none"> <li>Keith Knox, Treasurer and Tax Collector, (213) 974-2101, <a href="mailto:kknox@ttc.lacounty.gov">kknox@ttc.lacounty.gov</a></li> <li>Amy Bodek, Director of Regional Planning (213) 974-6401, <a href="mailto:abodek@planning.lacounty.gov">abodek@planning.lacounty.gov</a></li> </ul>	



**KEITH KNOX**  
TREASURER AND TAX COLLECTOR

## COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 437, Los Angeles, California 90012  
Telephone: (213) 974-2101 Fax: (213) 626-1812  
ttc.lacounty.gov and propertytax.lacounty.gov

Board of Supervisors  
**HILDA L. SOLIS**  
First District  
**HOLLY J. MITCHELL**  
Second District  
**LINDSEY P. HORVATH**  
Third District  
**JANICE HAHN**  
Fourth District  
**KATHRYN BARGER**  
Fifth District

October 17, 2023

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ANNEXATION OF PROPERTY AS IMPROVEMENT AREA NO. 3 OF COUNTY OF  
LOS ANGELES COMMUNITY FACILITIES DISTRICT NO. 2021-01  
(VALENCIA-FACILITIES)  
(FIFTH DISTRICT) (3 VOTES)**

**SUBJECT**

On March 9, 2021, the County of Los Angeles established County of Los Angeles Community Facilities District No. 2021-01 (Valencia – Facilities) (the “Facilities CFD”) in order to finance facilities and improvements in the Valencia area, which is located in the western Santa Clarita Valley, west of Interstate-5 and south of State Route 126. The formation proceedings designated Improvement Area No. 1 within the Facilities CFD and designated certain property which may be annexed to the Facilities CFD in the future as additional improvement areas (“Future Improvement Areas”) subject to the receipt of the unanimous consent and approval of the owners of the property to be annexed (“Unanimous Consent and Approval”) and approval by the Board of Supervisors acting as the legislative body of the Facilities CFD. On April 5, 2022, the Board adopted a resolution accepting the Unanimous Consents and Approvals of owners of property within the area proposed to be annexed as Improvement Area No. 2 to the Facilities CFD, authorizing the levy of a special tax and the incurring of bonded indebtedness therein. At this time, the Unanimous Consents and Approvals of owners of property within the area proposed to be annexed as Improvement Area No. 3 of the Facilities CFD (“Improvement Area No. 3”) have been submitted to the Board for acceptance.

**IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE LEGISLATIVE BODY OF THE COUNTY OF LOS ANGELES COMMUNITY FACILITIES DISTRICT NO. 2021-01 (VALENCIA-FACILITIES):**

1. Find that the proposed action is not a project under the California Environmental Quality Act (CEQA), or in the alternative is exempt from CEQA, for the reasons stated in this Board letter and the record. For that portion of the proposed actions that provide funding for the Mission Village Project, Project No. 04-181, which was approved by your Board on July 18, 2017, determine that the recommended action is within the scope of the Mission Village Project impacts analyzed in a Recirculated Environmental Impact Report previously certified by your Board.
2. Adopt the Resolution (the "Resolution") accepting the Unanimous Consents and Approvals of owners of property within the area proposed to be annexed as Improvement Area No. 3 of the Facilities CFD, authorizing the levy of a special tax and the incurring of bonded indebtedness therein, and directing the Executive Officer-Clerk of the Board to sign and record the annexation map of Improvement Area No. 3 and to record a notice of special tax lien with respect thereto within 15 days.
3. Authorize and direct the Chair to execute the first amendment ("Amendment") to the Acquisition, Funding and Disclosure Agreement dated as of June 1, 2022, ("Acquisition Agreement") to modify Exhibit B – List of Facilities Bid Prior to Date of Acquisition Agreement.

**IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF THE COUNTY OF LOS ANGELES:**

1. Find that the proposed action is not a project under the California Environmental Quality Act (CEQA) for the reasons stated in this Board letter and the record. Alternatively, for that portion of the proposed actions that provide funding for the Mission Village Project, Project No. 04-181, which was approved by your Board on July 18, 2017, determine that the recommended action is within the scope of the Mission Village Project impacts analyzed in a Recirculated Environmental Impact Report previously certified by your Board.
2. Authorize and direct the Chair to execute the Amendment to the Acquisition Agreement to modify Exhibit B – List of Facilities Bid Prior to Date of Acquisition Agreement.

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

Approval of the above recommendations will accept the Unanimous Consents and Approvals submitted by the Owners (as defined below) to (1) annex the property described in Exhibit B to the Resolution as Improvement Area No. 3 of the Facilities CFD, (2) authorize the levy of a special tax on the property annexed in accordance with the Rate and Method of Apportionment for Improvement Area No. 3 attached as Exhibit A to the Resolution, and (3) authorize the incurrence of bonded indebtedness for Improvement Area No. 3 in an aggregate principal amount not to exceed \$50 million. The purpose of annexing Improvement Area No. 3 is to finance facilities and improvements of the type authorized to be financed by the Facilities CFD at the time it was established, including park and recreation facilities, road/bridge improvements, median/parkway landscaping, storm drains, sewer improvements, water improvements, and water quality basins.

The Newhall Land and Farming Company, a California limited partnership ("Newhall Land and Farming Company"); Toll West Coast LLC, a Delaware limited liability company; and Richmond American Homes of Maryland, Inc., a Maryland corporation (collectively, the "Owners") own the property proposed to be annexed as Improvement Area No. 3 of the Facilities CFD. Each of the Owners has submitted to the County a Unanimous Consent and Approval with respect to the property that each owns within Improvement Area No. 3.

The property to be annexed as Improvement Area No. 3 of the Facilities CFD is within a long-term master planned community in the Valencia area that will require implementation of significant public infrastructure and facilities (the "Valencia Project"). The Valencia Project implements the Newhall Ranch Specific Plan adopted by the Board on May 27, 2003. The proposed plan for the entire project consists of approximately 25,000 dwelling units and 13 million square feet of commercial, industrial, and other non-residential uses. The dwelling units will include a broad range of housing types, including apartments, single-family attached and detached homes of various sizes, as well as affordable housing. The Valencia Project will also include approximately 10,000 acres of protected open space and a multitude of public facilities. It is anticipated that additional property will be annexed to the Facilities CFD as Future Improvement Areas as the Valencia Project is built out.

Mission Village is one of five villages in the Newhall Ranch Specific Plan. The Newhall Ranch Specific Plan requires that the Newhall Ranch Affordable Housing Program be implemented to provide for the direct inclusion of very low-, low-, and moderate-income affordable housing opportunities as defined in the Specific Plan, and in accordance with the Specific Plan's Implementation of the Affordable Housing Program. A total of 2,200 affordable housing units are required to be provided within the Specific Plan Area (440 units very low income, 550 units low income, 1,210 units moderate income) as defined

by the Specific Plan; the affordable units are required to be disbursed throughout the Specific Plan Area and constructed in pace with the overall residential development and pursuant to the Implementation of the Affordable Housing Program. The Board-approved Mission Village Project is required to provide 300 affordable housing units of the 2,200 total affordable housing units required for the Specific Plan Area.

Approval of the Amendment to the Acquisition Agreement will authorize a modification to Exhibit B – List of Facilities Bid Prior to Date of Acquisition Agreement - to delete facilities that are undergoing a rebid and to add facilities that were not timely identified for inclusion. The Amendment will not modify facilities eligible for financing under the Acquisition Agreement, but rather will identify the facilities that were bid prior to the effective date of the Acquisition Agreement.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

This action supports the County's Strategic Plan Goal #1: Operational Effectiveness/Fiscal Sustainability through the use of cost-effective financing to facilitate ongoing projects that improve the quality of life for County residents.

### **FISCAL IMPACT/FINANCING**

There will be no fiscal impact to the County. Costs of acquiring or constructing certain facilities and debt service payments on any bonds issued for Improvement Area No. 3 will be paid from the special tax levy on the parcels in Improvement Area No. 3. Newhall Land and Farming Company has previously advanced funds to the County to pay for costs associated with the annexation of Improvement Area No. 3, and such costs will be reimbursed if and when bonds are issued by the Facilities CFD for Improvement Area No. 3.

Similar to the existing CFDs within the County, each year the Board will approve the special tax levy for Improvement Area No. 3 of the Facilities CFD in an amount sufficient to provide for the debt service on any bonds issued for Improvement Area No. 3, to pay for administrative expenses, and for a limited period of time, to pay directly for the costs of acquiring facilities.

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

The Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), was enacted by the State of California in 1982 to enable local governments to form CFDs to fund the construction, acquisition, operation, maintenance, or enhancement of certain public facilities and services. The Act authorizes the issuance of bonds to finance public facilities, and the levying of special taxes to pay the debt service on CFD bonds and to

provide funding for certain public services provided to property owners and residents within a CFD.

Section 53350 of the Act provides that any parcel of property that was included in territory proposed for future annexation, as to which there was no majority protest, can complete annexation through the unanimous consent and approval of its owners without further public hearings or election. As permitted under the Act, the proceedings establishing the Facilities CFD provided that property may be annexed to the Facilities CFD as additional improvement areas upon the unanimous consent and approval of the owners of the property to be annexed. The unanimous consent and approval of landowners is sufficient as long as there are fewer than 12 registered voters residing within the boundaries of the proposed area to be annexed for the 90 days preceding the adoption of the Resolution. The Los Angeles County Office of the Registrar-Recorder/County Clerk (RR/CC) has confirmed that there are no registered voters residing within the boundaries of the property proposed to be annexed as Improvement Area No. 3.

As required by Section 3110.5 of the Streets and Highways Code for annexation proceedings in connection with a CFD, the Executive Officer-Clerk of the Board shall sign and record the annexation map of Improvement Area No. 3 with the RR/CC within 15 days of the Board's adoption of the Resolution.

Pursuant to Streets and Highways Code section 31114.5, the Executive Officer-Clerk of the Board shall record a notice of special tax lien with respect to Improvement Area No. 3 with the RR/CC within 15 days of the Board's adoption of the Resolution.

#### **ENVIRONMENTAL DOCUMENTATION**

The proposed actions are not subject to CEQA because they are activities that are excluded from the definition of a project by Section 21065 of the Public Resources Code, and Section 13578(b) of the State CEQA Guidelines. The proposed actions would create a government funding mechanism that does not involve any commitment to a specific project that may result in a potentially significant physical impact on the environment. Alternatively, for that portion of the proposed actions that provide funding for the Mission Village Project, Project No. 04-181, which was approved by your Board on July 18, 2017, determine that the recommended action is within the scope of the Mission Village Project impacts analyzed in a Recirculated Environmental Impact Report previously certified by your Board.

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

None. The levy of a special tax within Improvement Area No. 3 will pay the costs of providing certain public facilities and improvements. The County previously engaged an

outside consultant to provide a Fiscal Impact Report that assessed the impact of the Valencia Project on the County's future revenues and expenditures. The report concluded that the Valencia Project will be fiscally neutral for the County and revenues generated by the project will offset the cost of the public services required.

## **CONCLUSION**

Upon approval of the attached Resolution, it is requested that the Executive Officer of the Board return executed copies to the Treasurer and Tax Collector and Regional Planning.

Respectfully submitted,

KEITH KNOX  
Treasurer and Tax Collector

AMY J. BODEK, AICP  
Director of Regional Planning

KK:EBG:AJB:DW:TG:JW:ad  
doc/Annexation Prop Improve Area No.3\_CFD No. 2021-01 Valencia Facilities\_BL\_101723

## **Attachments**

c: Sheriff  
Chief Executive Office  
Executive Officer, Board of Supervisors  
County Counsel  
Fire Department  
Health Services  
Los Angeles County Development Authority  
Los Angeles County Library  
Parks and Recreation  
Public Works

# BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

<b>CLUSTER AGENDA REVIEW DATE</b>	9/27/2023							
<b>BOARD MEETING DATE</b>	10/24/2023							
<b>SUPERVISORIAL DISTRICT AFFECTED</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> <input type="checkbox"/> 5 <sup>th</sup>							
<b>DEPARTMENT(S)</b>	Department of Regional Planning							
<b>SUBJECT</b>	Pathways to Removing Obstacles to Housing (PRO Housing) Grant Application							
<b>PROGRAM</b>								
<b>AUTHORIZES DELEGATED AUTHORITY TO DEPT</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
<b>SOLE SOURCE CONTRACT</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:							
<b>DEADLINES/ TIME CONSTRAINTS</b>	Grant application deadline is October 30, 2023							
<b>COST &amp; FUNDING</b>	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Total cost: \$</td><td style="width: 50%;">Funding source:</td></tr> <tr> <td colspan="2">TERMS (if applicable):</td></tr> <tr> <td colspan="2">Explanation:</td></tr> </table>		Total cost: \$	Funding source:	TERMS (if applicable):		Explanation:	
Total cost: \$	Funding source:							
TERMS (if applicable):								
Explanation:								
<b>PURPOSE OF REQUEST</b>	An application for the U.S. Department of Housing and Urban Development's Pathways to Removing Obstacles to Housing (PRO Housing) Grant to fund the preparation and adoption of planning documents for unincorporated Los Angeles County; and to authorize the Director of Planning to submit and accept the grant award.							
<b>BACKGROUND (include internal/external issues that may exist including any related motions)</b>	The HUD grant process mandates a minimum 15-day public review period and public hearing before an application can be submitted. The grant application deadline is October 30, 2023. If successful, the 10 million dollar grant will be utilized to update, develop, and implement housing and land use policies to help facilitate affordable housing production and preservation.							
<b>EQUITY INDEX OR LENS WAS UTILIZED</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No The Department will utilize the PRO Housing grant to implement and support the Housing Element of the General Plan, which encourages the equitable distribution of affordable housing throughout unincorporated Los Angeles County. The grant requires applicants to identify local barriers they seek to address to help further fair housing and opportunities for protected class groups and vulnerable populations.							
<b>SUPPORTS ONE OF THE NINE BOARD PRIORITIES</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This project supports the Board-directed priorities including Homeless Initiative, and Anti-Racism, Diversity and Inclusion (ARDI). The grant will provide funding to help support implementation of Strategy I.1.5: Increase Affordable Housing Throughout L.A. County of the County Strategic Plan.							
<b>DEPARTMENTAL CONTACTS</b>	Connie Chung Deputy Director, Advance Planning Division (213) 893-7038 <a href="mailto:cchung@planning.lacounty.gov">cchung@planning.lacounty.gov</a>							