



DEPARTMENT OF MENTAL HEALTH
hope. recovery. wellbeing.

JONATHAN E. SHERIN, M.D., Ph.D.
Director

Gregory C. Polk, M.P.A.
Chief Deputy Director

Curley L. Bonds, M.D.
Chief Medical Officer

Lisa H. Wong, Psy.D.
Senior Deputy Director

January 11, 2022

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

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

30 January 11, 2022


CELIA ZAVALA
EXECUTIVE OFFICER

Dear Supervisors:

**REQUEST FOR ADDITIONAL LOW VOLTAGE FUNDS
FOR AN EXISTING LEASE PROPERTY
FOR THE DEPARTMENT OF MENTAL HEALTH AT
4510 E. PACIFIC COAST HIGHWAY, LONG BEACH
(FOURTH DISTRICT – 3 VOTES)**

SUBJECT

Request approval to increase the Low Voltage systems funding for an existing lease project for the Department of Mental Health (DMH) at 4510 E. Pacific Coast Highway, Long Beach.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the Director of DMH to increase the costs for the acquisition and installation of telephone, data, and Low Voltage systems (Low Voltage) by an additional \$170,188 for a new total Low Voltage cost not to exceed \$297,688. The additional \$170,188 for the Low Voltage will be paid in a lump sum payment and the work will be performed through the Board-approved Telecommunications Equipment and Services Master Agreement (TESMA).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Since November 2010, the DMH has occupied office space at 4510 E. Pacific Coast Highway in Long Beach. DMH uses the premises for its Long Beach Asian Pacific Islander Family Mental Health Center. This facility is a directly-operated clinic in the service area, which provides mental health outpatient services, including individual, group, and family psychotherapy, case management, and

medication services to adults, children and families.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan Goal 3 – “Realize Tomorrow’s Government Today” – provides that our increasingly dynamic, and complex environment, challenges our collective abilities to respond to public needs and expectations. We want to be an innovative, flexible, effective and transparent partner focused on advancing the common good. The lease supports this goal by allowing DMH and its programs to continue its operations without interruption of services.

FISCAL IMPACT/FINANCING

The recommended action increases the project’s estimated total Low Voltage cost by \$170,188, from \$127,500 to a revised estimated total lump sum of \$297,688, fully funded by available State and federal revenues. Funds budgeted for general building, space, and maintenance costs will be utilized to fund the estimated increase in cost for this project.

Lease and other costs for this location are not subject to the recommended action, as they have been previously approved and budgeted by the Board.

DMH has sufficient appropriation in its Fiscal Year (FY) 2021-22 Operating Budget to cover the additional Low Voltage costs. There is no increase in net County cost from the recommended action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On March 10, 2020, the Board-approved a new lease which provided DMH with continued use of its current office and clinical space for its ongoing operations as well as an expansion of an additional 3,003 square feet of office and clinical space to alleviate the current overcrowded conditions and to allow for growth in services and programs. The expansion space accommodates 30 employees and visitors with much needed adjacent parking. As part of the lease approval, the Board also approved \$127,500 for an ISD contract with a vendor to perform Low Voltage work. The Low Voltage work is needed to add and update phones, data, safety buttons and security systems for the current and additional space. The Low Voltage work is performed separately by an ISD contractor and is not part of the lease. This Board Letter is to address the need for additional Low Voltage funds and does not impact or affect any lease costs.

The need for additional Low Voltage funds is a result of two events. First, the original Low Voltage cost of \$127,500 was based on a budget estimate by Chief Executive Office-Real Estate Division (CEO-RED) using an old formula. Low Voltage costs have steadily increased over time so the formula produced lower than realistic estimated costs. CEO-RED now uses an updated formula based on current costs to determine an initial Low Voltage budget. However, during lease negotiations, CEO-RED required ISD to review the space plans and provide a real time Low Voltage cost estimate based on the actual use and space plans for the proposed space. Moving from a formula-based estimate to providing actual bid estimates has resulted in more accurate Low Voltage costs. Second, it was assumed the Low Voltage work was only needed on the expansion space but the original space also needs Low Voltage work for the space to function properly. Approval of this request will provide funds for Low Voltage work needed in the original space.

CONTRACTING PROCESS

For this project, ISD has made the determination that the use of TESMA is the most appropriate contracting method to perform the tasks involved. The ISD administered TESMA, that your Board-approved on October 3, 2017, includes all the Board required provisions and provides a pool of readily available, prequalified contractors to cost effectively deliver telecommunications equipment and services to assist ISD and County departments by fulfilling the County's telecommunications needs. The project will be competitively solicited and delivered using an ISD Board-approved TESMA for the acquisition and installation of telephone, data and Low Voltage systems, and the Work Order will be awarded to the lowest cost responsible bidder.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

After the Work Order award, the Low Voltage work will begin in mid-February 2022. Due to the nature of this facility, all work will be done to ensure minimal disruption to services. DMH concurs with the proposed recommendation.

CONCLUSION

Please return one adopted copy of the Board Letter to the following departments: DMH, ISD Information Technology Service, and the Chief Executive Office – Real Estate Division.

Respectfully submitted,



JONATHAN E. SHERIN, M.D., Ph.D.

Director

JES:GCP:DP:sw

- c: Executive Office, Board of Supervisors
- Chief Executive Officer
- County Counsel
- Internal Service Department