


OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: May 29, 2024

CAO File No. 0220-05445-0008
Council File No. 13-1526-S2
Council District: All

To: The City Council
The Mayor

From: *for*  Matthew W. Szabo, City Administrative Officer
Chair, Proposition O Administrative Oversight Committee

Reference: Proposition O Administrative Oversight Committee Recommendations

Subject: **PROPOSITION O PROGRAM – BUDGET ADJUSTMENTS AND FUNDING CONSIDERATIONS**

RECOMMENDATIONS

That the Council, subject to the approval of the Mayor:

1. Approve the modified Master Schedule for 2023-24 in Attachment A;
2. Approve final project budgets for the completed projects as provided in the table below:

PROJECT	FINAL BUDGET
Ben and Victory Green Stormwater Infrastructure	\$ 849,030
Catch Basin Insert Opening Screen Phase IV	\$ 5,910,059
Machado Lake Ecosystem Rehabilitation	\$ 93,307,563
Mar Vista Recreation Center Stormwater BMP	\$ 4,065,258
Vermont Ave Stormwater Capture	\$ 3,700,000
Westwood Neighborhood Greenway	\$ 5,460,000

3. Approve the release of \$1,000,000 in total savings from the following Proposition O projects to the Program Budget Contingency:
 - a. Authorize a decrease in the Public Right-of-Way Low Impact Development by \$1,000,000, from \$1,000,000 to \$0 (Attachment B).
4. Authorize an increase in the Ballona Creek Total Maximum Daily Load (TMDL) Project of \$1,000,000, from \$11,431,269 to \$12,431,269 (Attachment C);

5. Approve Proposition O staffing appropriation for fiscal year 2023-24 up to \$3,073,425 for the Bureau of Contract Administration, the Bureau of Engineering, and the Bureau of Sanitation to continue project implementation;
 - a. Authorize the City Controller to transfer and appropriate \$3,073,425 in Proposition O funds in Fund 16V/50, Account No. 50JYCT, Program Contingency, to new accounts as follows:

<u>Account Name</u>	<u>Amount</u>
PW-Contract Administration	\$ 493,510
PW-Engineering	\$1,250,360
PW-Sanitation	<u>\$1,329,555</u>
Total	\$3,073,425

- b. Authorize the transfer of up to the amounts within these new accounts to the departmental budgets for Engineering, Contract Administration and Sanitation, subject to the review and approval of the City Administrative Officer;
6. Approve the Safe Clean Water Program Project Sign Guidelines (Attachment E); and,
7. Authorize the City Administrative Officer, in coordination with the Bureau of Engineering and the Bureau of Sanitation, to make technical corrections as needed to the above recommendations to implement Mayor and Council intentions.

SUMMARY

During its session on October 26, 2023, the Administrative Oversight Committee (AOC) for Proposition O (Prop O) Clean Water General Obligation Bond reviewed the reports from the Bureau of Engineering and the Bureau of Sanitation (the Bureaus). These reports had been relayed by the Prop O Citizens Oversight Advisory Committee (COAC) during its September 18, 2023, meeting. The AOC endorsed the recommendations outlined in the Bureau's reports, pertaining to the revised Master Schedule for 2023-24, staffing allocations for the same period, and adjustments to project budgets. Notably, the adjustments involve a \$1 million reduction for the Public Right-of-Way Low Impact Development and an equivalent increase for the Ballona Creek TMDL Project and the approval of the Safe Clean Water Program Project Sign Guidelines. These matters are now forwarded for consideration by the Council.

UPDATED MASTER SCHEDULE FOR 2023-24 (Attachment A)

The Master Schedule for 2023-24 has been updated to reflect five new projects, modified project schedules for four projects, and the close-out of six projects.

Below is the table showing the five new projects:

New Projects	Date Approved by the Council	Budget Amount
Ballona Creek TMDL	5/19/2021	\$ 11,431,269
Hollenbeck Park Lake	5/19/2021	\$ 5,000,000
Lincoln Park Neighborhood Green Street Network	5/19/2021	\$ 1,600,000
Machado Lake Rehabilitation Optimization	4/26/2021	\$ 4,800,000
Westwood Neighborhood Greenway SCADA	6/28/2022	\$ 400,000

Total **\$23,231,269**

Below are the details for the four modified project schedules:

- Aliso Creek – Limekiln Creek Restoration Project (CD12): Currently in the design phase, this project has reached 97% completion and is anticipated to finalize the design by June 2024. Construction is projected to be complete by October 2027. The project aims to construct a wetland to manage stormwater runoff from Aliso Creek- Limekiln Creek and an existing open channel storm drain, covering approximately 12,091 acres of drainage area. The diverted water will undergo further filtration through a bio-retention basin.
- Argo Drain Sub-Basin Facility (CD11): In the post-construction phase, this project has completed the installation of ten out of eighteen infiltration wells.
- Rory M. Shaw Wetlands Park (CD6): Currently in the design phase since April 2011, this project managed by LA County is expected to conclude by October 2029. The extended schedule is attributed to design complexities and, site conditions.
- Taylor Yard G2 Water Quality Improvement Project (CD1): In the design phase, this project focuses on site remediation. Construction is estimated to be completed by January 2028.

THE PUBLIC RIGHT-OF-WAY LOW IMPACT DEVELOPMENT (PROW LID) (Attachment B)

On May 19, 2021, the City Council approved Council File No. 13-1526, allocating \$1,000,000 for the PROW LID Project proposed by the Mayor. The Bureau of Sanitation (BOS) now recommends deletion of the PROW LID project. The intent of the PROW LID Project was to develop a mechanism to mandate all entities performing work in the public right of way to incorporate Green Stormwater Infrastructure (GSI) elements in all public right of way improvement projects. While the intent of the PROW LID Project remains important, given the scope, schedule and cost impacts of GSI implementation on a project, the inclusion of its elements would be more successful during the planning phase of a project, through the Department of City Planning, Planning Case Conditions approval process. Therefore, BOS recommends to delete the Public Right-of-Way LID Project from the Prop O Program and revert the allocated \$1,000,000 to the Prop O Program.

BALLONA CREEK TMDL PROJECT (Attachment C)

The Council had previously provided \$11,431,369 for the Ballona Creek TMDL project. However, an amendment to the TMDL occurred in June 2012, which came into effect in July 2014. To align with this updated water quality standard, the Los Angeles Regional Water Quality Control Board issued a Time Schedule Order to the City, mandating compliance with the new TMDL standard. Consequently, the Bureau of Sanitation (BOS) is seeking an additional \$1 million to augment the budget, bringing it to a total of \$12,431,369, to cover the associated costs.

FISCAL YEAR 2023-24 PROPOSITION O STAFFING APPROPRIATION (Attachment D)

During fiscal year 2023-24, five active projects will have work tasks that are being performed by City staff. A staffing appropriation up to \$3,073,425 for twelve full time equivalents (FTE) are needed to perform the work with the breakdown among the Bureaus as follows:

	No. of FTEs	Appropriation Amount
Bureau of Engineering	5	\$ 1,250,360
Bureau of Contract Administration	2	\$ 493,510
Bureau of Sanitation	5	\$ 1,329,555
Total	12	\$ 3,073,425

APPROVAL OF THE SAFE CLEAN WATER PROGRAM PROJECT SIGN GUIDELINES (Attachment E)

The Citizens Oversight Advisory Committee proposes that the City adopts the Project Sign Design Guidelines, dated November 7, 2022, for the Safe Clean Water Program (SCWP). These guidelines offer comprehensive direction and address the signage requirements for three distinct types of infrastructure projects:

- Site specific;
- Green infrastructure corridor; and,
- Gray infrastructure projects.

PROGRAM STATUS

The existing Program Contingency is \$2,147,311. With a \$1,000,000 reduction allocated to Item 2 for the Public Right-of-Way Low Impact Development Project, the remaining balance will increase to \$3,147,311. Within this total, \$3,073,425 is designated for staffing needs as specified in Item 5.

FISCAL IMPACT STATEMENT

There will be no impact on the General Fund. Funding will come from the Proposition O General Obligation Bond Fund. Operations and maintenance costs cannot be paid for from General Obligation bonds and will therefore be addressed through the City's annual budgeting process.

FINANCIAL POLICIES STATEMENT

The recommendations of this report comply with the City's Financial Policies as funding for the proposed projects is provided primarily from bond proceeds which are supported by voter-approved property tax revenue.

MWS:JSL:06240059

ATTACHMENTS

CITY OF LOS ANGELES
INTERDEPARTMENTAL CORRESPONDENCE

Date: September 18, 2023

To: Proposition O Citizens Oversight Advisory Committee (COAC)
Proposition O Administrative Oversight Committee (AOC)

From: Christopher F. Johnson, PE, GE, Division Engineer
Clean Water Division
Bureau of Engineering

Subject: **PROPOSITION O MASTER SCHEDULE UPDATE FOR 2023-2024**

**Recommendation**

Approve four modified project schedules, five project additions, and six project close outs as shown in the Proposition O Master Schedule (Attachment) and described in this correspondence.

Four Projects with Modified SchedulesAliso Creek – Limekiln Creek Restoration Project:

It is recommended that design phase completion schedule, from December 2014 to January 2022, be extended by 23 months to end in December 2023. This will extend bid and award completion to June 2024, construction completion to September 2026, and post construction completion to September 2027.

The time-extension is required to update the design and complete maintenance and land-use agreements with LA County and the Department of Recreation and Parks.

Argo Drain Sub-Basin Facility

It is recommended that post-construction phase completion schedule, from July 2022 to February 2023, be extended by nineteen (19) months to end in September 2024.

The time extension is required to complete post construction activities including obtaining Building and Safety certificates and Board Acceptance.

Rory Shaw/Strathern Wetlands Park

It is recommended the design phase be extended to December 2025, the bid and award phase completion be extended to August 2026, the construction phase completion be extended to September 2028, and the post-construction phase completion be extended to September 2029.

LA County, which controls the schedule of this project, has recommended these changes to the schedule. The schedule has been extended due to on-going design challenges and the existence of unsuitable soil at the site and also to reflect completion of all phases of the project, including Phase 3 above grade improvements.

Taylor Yard G2 Water Quality Improvements

It is recommended that the pre-design phase completion schedule, from July 2021 to July 2022, be extended by sixteen (16) months to end in November 2023. This will extend the design completion to May 2025, the bid and award completion to October 2025, the construction completion to January 2028, and post-construction completion to July 2028.

The time extension is required due to additional time that was required to procure design services for the project in 2022-23 and additional time required to assess contamination on the site.

Project Additions

Ballona Creek TMDL

This project was approved by City Council on May 19, 2021.

Hollenbeck Park Lake

This project was approved by City Council on May 19, 2021.

Lincoln Park Neighborhood Green Street Network

This project was approved by City Council on May 19, 2021.

Machado Lake Rehabilitation Optimization

This project was approved by City Council on April 26, 2021

Westwood Neighborhood Greenway SCADA

This project was approved by City Council on June 28, 2022.

Project Close Outs

Post construction phase is complete on the following three projects:

- Ben & Victory Green Stormwater Infrastructure
- Catch Basin Inserts & Opening Screen Covers Phase IV
- Machado Lake Ecosystem Rehabilitation
- Mar Vista Recreation Center Stormwater BMP Phase II
- Vermont Avenue Stormwater Capture
- Westwood Neighborhood Greenway

Attachment

CFJ/cj

Q:\Master Schedule\Master Schedule Memos\Master Schedule 2023-2024

cc: Rafael E. Prieto, CLA
David Hirano, CAO
Salyna Cun, CAO
Julie Allen, LASAN
Michael Scaduto, LASAN
Ida Meisami-Fard, LASAN
Alfred Mata, BOE

Brett McReynolds, BCA
Master File

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 8, 2023

TO: Proposition O Citizens Oversight Advisory Committee (COAC)
Proposition O Administrative Oversight Committee (AOC)

FROM: Michael Scaduto, P.E., ENV SP *Michael Scaduto*
Principal Civil Engineer
LA Sanitation and Environment (LASAN)

SUBJECT: **PROPOSED PUBLIC RIGHT-OF-WAY LOW IMPACT DEVELOPMENT
(PROW LID) PROJECT DELETION**

RECOMMENDATIONS

1. Authorize the deletion of the Public Right-Of-Way Low Impact Development (PROW LID) Project carrying an allocated total project budget of \$1,000,000.
2. Reduce the budget appropriation from \$1,000,000 to \$0 as the project will be canceled.
3. Authorize the City Administrative Officer (CAO), in coordination with the Proposition O Implementation Manager of BOE and the Proposition O Planning Manager of LASAN, to make technical corrections, as necessary, to the transaction included in this memorandum.

BACKGROUND

On May 19, 2021, the Los Angeles City Council approved the CAO Report (Council File No. 13-1526) authorizing a \$1,000,000 funding allocation for the PROW LID Project.

The intent of the PROW LID Project was to develop a mechanism to mandate all entities doing work in the public right of way to incorporate Green Stormwater Infrastructure (GSI) elements in all public right of way improvement projects. While the intent of the PROW LID Project remains important, given the scope, schedule and cost impacts of GSI implementation has on a project, the inclusion of its elements would be more successful during the planning phase of a project, through the Department of City Planning, Planning Case Conditions approval process. Therefore, LASAN recommends to delete the Public Right-of-Way LID Project from the Prop O Program and revert the allocated \$1,000,000 to the Prop O Program.

LASAN respectfully requests that the COAC and AOC approve the recommendations listed above for the Public Right of Way LID Project. If you have any questions or wish to discuss this matter further, please contact me at (213) 485-3981 or Ida Meisami-Fard at (213) 485-3999.

MS:IM

cc: David Hirano, CAO
Salyna Cun, CAO
Julie Allen, LASAN
Ida Meisami, LASAN
Chris Johnson, BOE

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 8, 2023

TO: Proposition O Citizens Oversight Advisory Committee (COAC)
Proposition O Administrative Oversight Committee (AOC)

FROM: Michael Scaduto, P.E., ENV SP *Michael Scaduto*
Principal Civil Engineer
LA Sanitation and Environment (LASAN)

SUBJECT: **REQUEST FOR PROPOSITION O FUNDING OF \$1,000,000 FOR THE
BALLONA CREEK TMDL PROJECT**

RECOMMENDATIONS

1. Approve an increase of \$1,000,000 for the Ballona Creek TMDL Project (Project) from \$11,431,269 to \$12,431,269.
2. Authorize the City Administrative Officer, in coordination with the Proposition O Planning Manager of LASAN and the Proposition O Implementation Manager of BOE, to make technical corrections, as necessary, to the transaction included in this memorandum.

BACKGROUND

In June 2006, the Los Angeles Regional Water Quality Control Board (Regional Board) adopted a Water Quality Control Plan for the Los Angeles Region (Basin Plan) Amendment establishing the Ballona Creek Bacteria TMDL. A TMDL is the maximum amount of a specific pollutant, such as bacteria, trash, or pesticides that could be discharged into a waterbody without causing it to become impaired. The requirements of the Bacteria TMDL were incorporated into the Permittees' stormwater permit (2012 MS4 Permit; Order No. R4-2012-0175; National Pollutant Discharge Elimination System [NPDES] Permit No. CAS004001). The MS4 Permit includes receiving water limitations (RWLs), water quality based effluent limitations (WQBELs), as well as a schedule to attain the RWLs and WQBELs based on requirements from the TMDL. The TMDL was amended in June 2012 and the amendment became effective in July 2014.

To meet this new water quality standard, the Regional Board granted a Time Schedule Order (TSO) to the Cities of Los Angeles, Beverly Hills, Culver City, Inglewood, and West Hollywood, the County of Los Angeles, and the Los Angeles County Flood Control District (collectively referred to as the municipal separate storm sewer systems [MS4] Permittees) to achieve compliance with the dry weather Bacteria TMDL. The TSO is a regulatory mandate to achieve compliance with this TMDL and to improve public health in Ballona Creek and Estuary.

The Ballona Creek TMDL Project (Project) is a watershed-wide water quality improvement project designed to comply with the TSO in and meet the dry-weather bacteria requirements of the Ballona Creek Watershed. The Project includes the construction of two low flow treatment facilities that will divert dry weather creek flows both to be treated and released and to be diverted to the sewer for water recycling. The Project will improve water quality throughout the watershed and provide over 5,000 acre-feet of water per year for new recycling at the Hyperion Water Reclamation Plant. The Project has been reviewed for environmental considerations, with the Final Environmental Impact Report (EIR) completed in compliance with the California Environmental Quality Act and filed with the California State Clearing House on July 2, 2018 (#2017021047).

PROJECT PROGRESS AND BUDGET

On May 19, 2021, the City Council approved Prop O funding, following recommendations by the COAC and AOC in the amount of \$11,431,269 (C.F. 13-1526) for the Project's implementation. In February 2022, the City issued the Project's Bid package at the City Engineer's estimate of \$55,233,000. The City received bids from two contractors, namely Kiewit Infrastructure West Co. and Walsh Construction Company II, LLC. The bids came at 28% and 31% higher, respectively, than the City Engineer's Estimate. On August 31, 2022, the Board of Public Works declared and approved Kiewit Infrastructure West Co. to be the lowest responsive, responsible bidder, and awarded Kiewit a contract for the Project for \$70,437,000. On October 7, 2022, the Board of Public Works issued the Notice to Proceed to Kiewit Infrastructure West Co. With contingencies and electrical connection costs, the total construction cost of the Project is \$75,960,000.

LASAN is requesting \$1,000,000 of additional funds to cover a portion of the cost increases resulting from the historic levels of inflation observed since the Class C project cost estimate. These additional funds would reduce the project's budgeting pressure on the Measure W municipal funds and assist in closing the funding shortfall of \$10,876,647.

The Project is currently in construction and at 26% construction completion. Funds and appropriations for future fiscal years and the identified funding gap will be determined by the Director and General Manager of LASAN. The following funds are authorized for the projects:

TABLE 1. SECURED FUNDING SUMMARY

Funding information	Amount
General Funds	\$11,246,842
Regional Safe Clean Water Funds	\$15,000,000
Municipal Safe Clean Water Funds	\$17,043,914
Project Partner Agencies MOU	\$8,961,328
Prop O	\$11,431,269
Caltrans Agreement	\$1,400,000
Total	\$65,083,353

LASAN respectfully requests that the COAC and AOC approve the recommendations listed above for the Ballona Creek TMDL Project. If you have any questions, please contact me at (213) 485-3981 or Ida Meisami at (213) 485-3999.

MS:IM

cc: David Hirano, CAO
Salyna Cun, CAO
Julie Allen, LASAN
Ida Meisami, LASAN
Chris Johnson, BOE

CITY OF LOS ANGELES
INTERDEPARTMENTAL CORRESPONDENCE

Date: September 18, 2023

To: Proposition O Citizens Oversight Advisory Committee (COAC)
Proposition O Administrative Oversight Committee (AOC)

From: Christopher F. Johnson, PE, GE, Division Engineer
Proposition O Clean Water Division
Bureau of Engineering



Subject: **PROPOSITION O STAFFING APPROPRIATION FOR
FISCAL YEAR 2023-2024**

RECOMMENDATIONS

1. Approve the appropriation of up to \$3,073,425 for Proposition O staffing costs for the Bureaus of Contract Administration (BCA), Engineering (BOE), and Sanitation (BOS) to continue and sustain project implementation from available funds in the Proposition O Program.
2. Authorize the Office of the City Administrative Officer (CAO), in conjunction with BOE, to review proposed staffing cost and to make technical corrections as needed to the recommendations in this correspondence.

BACKGROUND

During fiscal year 2023-2024, five (5) active projects will have work tasks that are being performed by City staff. Based on a City-wide review of fiscal year 2023-2024 work levels and the proposed 2024 Master Schedule, a staffing appropriation of twelve (12) full time equivalents (FTE), not to exceed \$3,073,425, is recommended (See Attachment).

For the BCA, an appropriation for two (2) FTE, up to \$493,510, is requested for contract management and construction inspection tasks for fiscal year 2023-24. An appropriation for overtime and mileage is also included in the attachment.

For the BOE, an appropriation for five (5) FTE, up to \$1,250,360, is requested for program management, project implementation and other direct costs and support that are charged directly to projects by Proposition O Clean Water Division staff members. The requested five (5) FTE are sufficient for the management and support of the eight active projects during fiscal year 2023-2024. An appropriation for overtime and mileage is also included in the attachment.

For the BOS, an appropriation for five (5) FTE, up to \$1,329,555, is requested to provide technical support, assist with the preparation of technical documents, and provide critical interfacing between BOE and operating workforce for proper design

and construction of the ongoing projects. An appropriation for overtime and mileage is also included in the attachment.

Attachment

cc: David Hirano, CAO
Michael Scaduto, BOS
Katherine O'Connell, BCA
Miguel De La Pena, Office of Accounting
Robert Kadomatsu, BOE

Fiscal Year 2023-24 Proposition O Staff Costs by Bureau and FTE
Estimates for July 1, 2023 through June 30, 2024
(Based on Modified CAP 42 Rates)

Attachment

					A	B	C	D	E=A+B+C+D
Dept No.	FTEs	Position Resource Level	Base Labor	CTO	Gross Labor	Overtime	Mileage	Fringe Benefits	Total Costs
76	2.00	Construction Inspector	\$ 223,874	19.56% \$ 43,790	\$ 267,664			50.10% \$ 134,100	\$ 401,763
76	2.00	Total-Bureau of Contract Admin	\$ 223,874	\$ 43,790	\$ 267,664	\$ 70,747	\$ 21,000	\$ 134,100	\$ 493,510
78	0.50	Principal Civil Engineer	\$ 101,978	20.58% \$ 20,987	\$ 122,964			47.45% \$ 58,347	\$ 181,311
	1.20	Civil Engineer	\$ 178,198	\$ 36,673	\$ 214,871			\$ 101,956	\$ 316,827
	0.20	Environmental Affairs Officer	\$ 33,692	\$ 6,934	\$ 40,626			\$ 19,277	\$ 59,902
	0.20	Environmental Supervisor I	\$ 27,328	\$ 5,624	\$ 32,952			\$ 15,636	\$ 48,587
	2.00	Civil Eng Assoc III	\$ 273,276	\$ 56,240	\$ 329,516			\$ 156,355	\$ 485,872
	0.70	Civil Eng Assoc II	\$ 85,942	\$ 17,687	\$ 103,629			\$ 49,172	\$ 152,800
78	4.80	Total-Bureau of Engineering	\$ 700,412	\$ 144,145	\$ 844,557	\$ 4,600	\$ 460	\$ 400,742	\$ 1,250,360
82	2.00	Environmental Eng Assoc II	\$ 245,548	19.61% \$ 48,152	\$ 293,700			48.98% \$ 143,854	\$ 437,554
	1.00	Civil Eng Assoc IV	\$ 148,498	\$ 29,120	\$ 177,618			\$ 86,998	\$ 264,616
	2.00	Sr Environmental Engineer	\$ 349,238	\$ 68,486	\$ 417,724			\$ 204,601	\$ 622,325
82	5.00	Total-Bureau of Sanitation	\$ 743,284	\$ 145,758	\$ 889,042	\$ 4,600	\$ 460	\$ 435,453	\$ 1,329,555
	11.80	GRAND TOTAL	\$ 1,667,570	\$ 333,693	\$ 2,001,263	\$ 79,947	\$ 21,920	\$ 970,295	\$ 3,073,425

PROJECT SIGN DESIGN GUIDELINES

SAFE CLEAN WATER PROGRAM

NOVEMBER 7, 2022





PROJECT SIGN DESIGN GUIDELINES SAFE CLEAN WATER PROGRAM

November 3, 2022

City of Los Angeles
Department of Public Works

LA Sanitation and Environment

(800) 773-2489
www.lacitysan.org

ACKNOWLEDGEMENTS

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Eric Garcetti

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Timeyin Dafeta, Hyperion Plant Manager

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EXECUTIVE SUMMARY

Signs play a vital role in our daily lives. They provide direction, information, and are one of the most effective tools for sharing key messages with residents and visitors as well as offering quality and educational experiences.

Within the SCWP, signs are essential for branding the City of Los Angeles' Safe Clean Water Program's (City SCWP) identity and providing an educational experience for Angelenos and visitors.

The City SCWP project signs need to include clear messaging and information, be simple and understandable to all people, and respond to the public's needs and interests.

The City SCWP Project Sign Design Guidelines provide guidance on the development of a uniform system of professional and attractive signs to inform and educate the public on SCWP-funded projects throughout a project's entire life, including construction, permanent and interpretive signage.

The City SCWP Project Sign Design Guidelines provides guidance and addresses the signage needs for three different types of infrastructure projects:

- Site specific.
- Green infrastructure corridor.
- Gray infrastructure projects.

The goals of the City SCWP Project Sign Design Guidelines include the following:

- Contribute to quality resident and visitor experiences.
- Communicate key messages and information.
- Provide guidance on the uniform and consistent appearance and format for all City SCWP project signs (construction, permanent, and interpretive).
- Increase brand recognition and identity.

- Adhere to all national Americans with Disabilities Act (ADA) accessibility requirements.
- Improve the graphic and aesthetic quality of all signs.
- Increase the effectiveness of communicating to diverse audiences.

The goals of signs installed at City SCWP-funded projects include the following:

- Create quality public experiences when interacting with a City SCWP-funded project.
- Increase the brand recognition and identity of the City SCWP.
- Communicate key messages and information associated with a specific project.
- Establish a uniform and consistent aesthetic and format for signs needed for all phases of City SCWP-funded projects, including site-specific, green infrastructure corridor, and gray infrastructure projects.
- Increase the effectiveness of communicating with diverse audiences.
- Develop a consistent and sustainable sign program for all project phases, including construction, permanent, and interpretive.

This document summarizes the City SCWP project sign design guidelines in detail, offers guidance on the development of project signage, and outlines how to determine appropriate project signage throughout the entire life of a project to ensure an educational, safe, and quality experience for residents and visitors.

PROGRAM OVERVIEW

1.1 LA County Safe Clean Water Program

In November 2018, Los Angeles (LA) County voters approved Measure W, which created the Safe Clean Water Program administered by the Los Angeles County Flood Control District (LA County SCWP). Developed in collaboration with public health, environmental groups, cities, business, labor, and community-based organizations, LA County SCWP generates an estimated \$285 million annually from a countywide property tax assessment.

LA County SCWP goals include the following:

- Implement a plan for the County of Los Angeles' stormwater system to capture the billions of gallons of rainwater runoff lost in the County each year.
- Help protect LA's coastal waters and beaches from the trash and contaminants in stormwater that have the potential to make people sick and threaten marine life.
- Modernize LA's 100-year-old stormwater system infrastructure, using a combination of nature, science, and new technology.
- Help protect public health, ensuring safer, greener, healthier, more livable spaces.
- Prepare the Southern California region for the effects of a changing climate — including recurring cycles of drought, wildfires, and flooding.
- Require strict community oversight and independent auditing to ensure local monies raised stay local.

The LA County SCWP is divided into three separate programs - the Regional Program, the Municipal Program, and the LA County Flood Control District Program:

Regional Program – Fifty percent (50%) of the LA County SCWP annual revenues is allocated to fund regional multi-benefit stormwater projects, programs, and studies. An estimated \$142 million is allocated to the nine LA County watersheds for regional projects. Applicants seeking regional program funding are required to submit project-funding proposals to LA County through an annual Regional Call for Projects process. Applications are reviewed by LA County Flood Control District staff, evaluated through a public process, included in annual watershed-based Stormwater Investment Plans, and then approved by the LA County Board of Supervisors.

Municipal Program – Forty percent (40%) of the LA County SCWP annual revenues is disbursed directly to municipalities to fund local stormwater projects. Funding is distributed to cities proportional to the tax revenues collected within their jurisdictions. An estimated \$114 million is allocated to LA County's 88 cities and unincorporated areas for multi-benefit water quality and water capture projects. The City of Los Angeles receives an estimated \$34 million annually.

LA County Flood Control District Programs — Ten percent (10%) of the LA County SCWP annual revenues is utilized by the LA County Flood Control District. An estimated \$28 million is allocated to the LA County Flood Control District to develop and implement programs, which include a public education program, local workforce job training, and school education programs.

1.2 LA City Safe Clean Water Program

The Safe Clean Water Program's vision, mission and goals align with the City of Los Angeles' Sustainability Plan, which envisions a more sustainable, equitable and livable future for our region.

On May 5, 2020 the City of Los Angeles adopted Ordinance No. 186612, which established the City's Safe Clean Water Program Administrative Oversight Committee (AOC) to ensure the proper administration of the Safe Clean Water Program and identified LA Sanitation & Environment as the City's lead agency and Fund Administrator for the City's SCWP municipal program.

The AOC ensures the proper administration of the Safe Clean Water Program. Their duties and responsibilities include, but are not limited to:

- Develop and review criteria for the selection of projects as proposed by City departments.
- Review project proposals to determine if they meet adopted project criteria.
- Oversee, direct, and monitor the program and projects to ensure timely completion within approved schedules and budgets.
- Monitor utilization and cost of City personnel, personal services contracts, expense, and equipment for the projects.
- Review Memoranda of Agreement or Understanding between City

departments and outside agencies concerning the program.

- Resolve any issues of concern between the departments to address program and project needs.
- Take any other action as may be necessary to oversee the program and projects.

As the lead agency for the City of Los Angeles' watershed management, water quality compliance programs and the Safe Clean Water Program, LA Sanitation & Environment (LASAN) partners with other City departments, the County of Los Angeles, other municipalities, regional agencies and non-governmental stakeholders to administer, oversee and coordinate the City of Los Angeles' Safe Clean Water Program.

1.3 Project Signage Approvals

As the City of Los Angeles' governing body ensuring the proper administration of the Safe Clean Water Program, the AOC shall have approval for the City of Los Angeles Safe Clean Water Program Project Sign Design Guidelines and for all Safe Clean Water Program project signs within their jurisdiction.

To ensure a uniform and consistent aesthetic and format for signs throughout all phases of City SCWP-funded projects, approval must be obtained from both LA Sanitation & Environment and the project's responsible department before the design, fabrication, and installation of all City SCWP project signs including construction, permanent or interpretive signage.

CHAPTER 2 - STANDARD DESIGN ELEMENTS OF SIGNAGE

2.1 Elements of Safe Clean Water Program Project Signage

Standard design elements for SCWP project signage include the following:

- City of Los Angeles seal.
- LA County SCWP logo and acknowledgment language.¹
- Project partners logos.
- LA SCWP Wave graphic.
- Fonts and materials as outlined in the sign specifications (See Appendix C).
- City of Los Angeles Mayor, and applicable City Council Member(s) names.
- Project name.
- Mechanism for finding project information (e.g. QR Code, website address, or phone number).

These elements are to be consistent for each type of City SCWP project sign.

2.2 City of Los Angeles Safe Clean Water Program Wave Graphic

The wave graphic creates and reinforces a single identity and establishes a brand for the City SCWP. This image of a wave is to be used on all City SCWP project signage with the phrase 'City of Los Angeles Safe Clean Water Program'.

LASAN standard sign design elements are outlined in Figure 1.

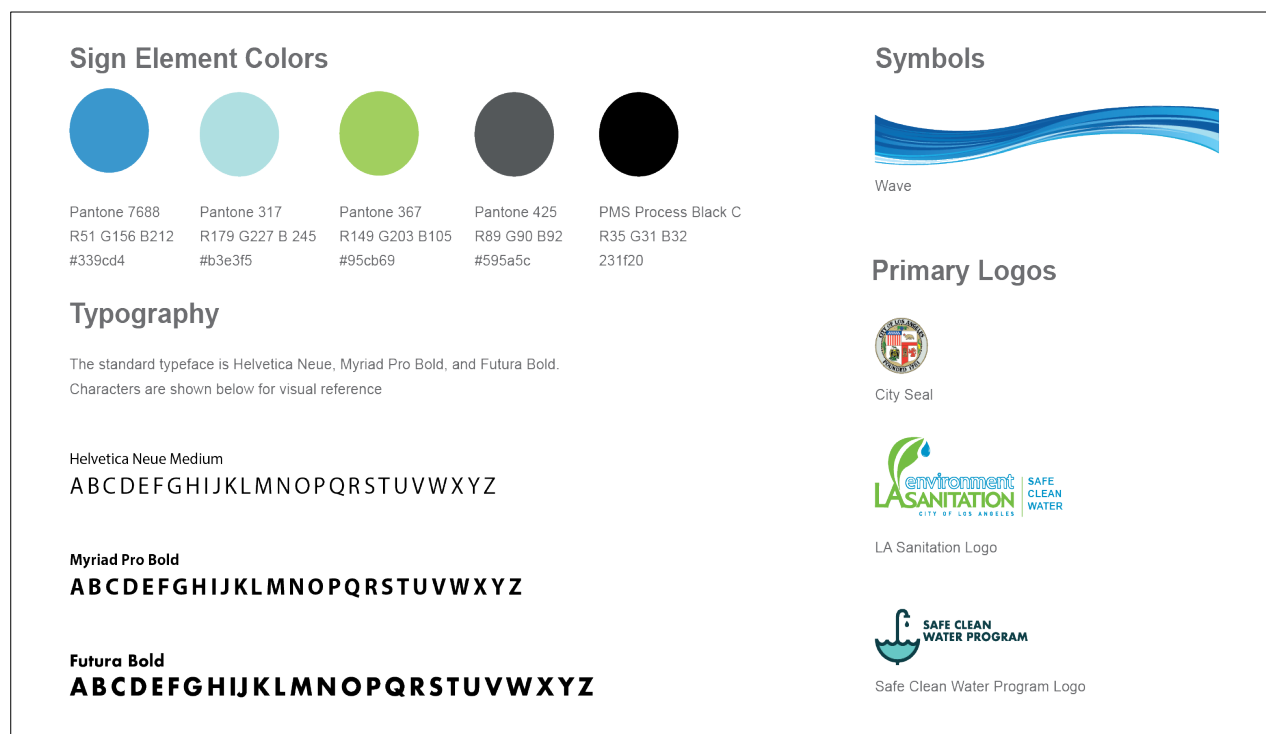


Figure 1

(1) Los Angeles County sign requirements as per Transfer Agreement between the Los Angeles County Flood Control District and City of Los Angeles, Bureau of Sanitation, Agreement No. 2020RPCSMB04, Safe, Clean Water Program - Regional Program, Exhibit B, Section B-2, October 29, 2020.

The City SCWP wave should appear only in the following colors:

- Blue 1: PMS 7388 (R51, G156, B212).
- Blue 2: PMS 317 (R179, G227, B245).
- Green: PMS 367 (R149, G203, B105).
- Grey: PMS 425 (R89, G90, B92).
- Black: PMS Process Black C (R89, G90, B92).

The LASAN logo should appear only in the following colors:

- Blue: PMS 639 (C100, M0, Y100, K0).
- Green: PMS 368 (C60, M10, Y5, K0).
- White: PMS 000 C (C0, M0, Y5, K0).
- Black: PMS Process Black C (C75, M68, Y67, K90).

Do not use non-standard colors for the LASAN logos.

When placing partner logos on project signs, the correct logo specifications shall be used. Project managers shall liaise with departments regarding receipt and use of correct logo. When multiple logos are used, the City seal and logos shall be the same size and spaced equally.

The City SCWP wave and City seal are proportional and should not be expanded, stretched, condensed, or recreated. Original artwork is available from LASAN. To obtain the original artwork, please send an email to: san.safecleanwater@lacity.org. In the e-mail subject line, please include the name of the project and the nature of the request.

Additional LA Sanitation and Environment sign requirements include the following:

- When using multiple logos, the City of LA seal should always be placed first (i.e. farthest to the left).
- The LA Sanitation Safe Clean Water logo should be placed to the immediate right of the City seal.

- Project partners logos (as appropriate) should be placed to the right of the LA Sanitation logo.
- All logos should be the same size and height.
- Do not stretch any logo. If you change the size, maintain the size ratio.
- If you need a high-resolution logo, vector art, an EPS file, or an AI file, please contact LASAN at san.safecleanwater@lacity.org.
- Provide project contact information including a phone number, email address and website where more information can be found. For Public Works projects, please include the following:
 - LASAN's 24-hour Customer Care Center, 1 (800) 773-2489.
 - E-mail: san.safecleanwater@lacity.org.
 - Website: www.lacitysan.org.
- Refer to the organization as LA Sanitation and Environment or LASAN.
- When appropriate, please include Facebook, Twitter, and Instagram logos with @lacitysan handle.
- Include the QR code below that directs residents to the City SCWP web site when applicable and as space permits.



2.3 County of Los Angeles Safe Clean Water Program Acknowledgement

The City of Los Angeles will include appropriate acknowledgment of credit to the Los Angeles County SCWP on all signs posted at project sites. All signs should include the LA County SCWP logo and the following disclosure statement: "Funding for this project has been provided in full or in

part from the Los Angeles County Flood Control District's Safe Clean Water Program."

2.4 Elected Officials Acknowledgement

All City SCWP project signs (construction, permanent, and interpretive) shall acknowledge the Mayor of Los Angeles, City Council member(s), and other elected officials, as applicable, and on a case by case basis.

The lead agency for the project shall consult the Los Angeles City Attorney's office regarding the City's policy on the appropriate listing of elected officials on project signs during election cycles.

2.5 Project Partners Acknowledgement and Logos

All City SCWP project signs shall acknowledge project partners (e.g. partner departments, other city agencies, community based organizations) by including their names and applicable logos.

2.6 Ancestral Land Acknowledgement

Acknowledgement of the land and the watershed area as the unceded ancestral homelands of the Gabrielino Tongva, Ventureño Chumash, Gabrielino Kizh, and Fernandeno Tataviam Nations on interpretive project signage is recommended. This acknowledgement respects these Tribes' long-standing connection to and protection of an area's watershed. Additionally, it educates residents that Tribes are still present and that they were the original stewards of this land and its waters.

2.7 Funding Partners Acknowledgement

City SCWP projects, which receive funding from outside public or private sources shall acknowledge the funding agency, including its logo and appropriate acknowledgement language on all project signage.

2.8 Proposition O-Funded Projects

City SCWP projects, which also receive Proposition O funding, shall acknowledge Proposition O and include its logo as a funding partner on all appropriate signage.

2.9 Fonts

Fonts to be used on City SCWP project signs include upper-case and lower-case Helvetica Neue Medium, Myriad Pro Bold, and Futura Bold. Specific languages may require additional fonts (see Section 2.10). Font size will vary with the size of the sign and messaging. The text font size must be balanced with the size of logos and other graphics on the sign.

2.10 Nomenclature

The SCWP watershed areas within the jurisdiction of the City of Los Angeles consist of the Upper Los Angeles River watershed, the Central Santa Monica Bay watershed, and the South Santa Monica Bay watershed. Reference to major and minor tributaries within these watersheds (e.g. Ballona Creek, Arroyo Seco, Pacoima Wash) is encouraged to educate the general public about the characteristics of a specific watershed with a project's signage referencing the appropriate SCWP watershed area within which the project resides.

2.11 Language Access for Project Signage

Residents speak more than 200 different languages within Los Angeles' boundaries. To be inclusionary and transparent, City SCWP project signs should be translated from English into the primary language(s) spoken in the community surrounding the project.

Executive Directive No. 32, Strengthening Language Access in the City of Los Angeles (Issued December 16, 2021), creates a guiding language access plan and sets the

foundation for a citywide language access and accessible communication program and serves as a model for City departments.

LA Sanitation and Environment and its City SCWP partner departments shall work with the Citywide Language Access Coordinator and individual department language access coordinators to determine and address the language access needs of all project signage and follow the recommendations and requirements outlined in the City of Los Angeles' Language Access Plan.

2.12 General Guidelines

The following are general guidelines in the creation of City SCWP project signage:

1. Keep sign messages brief. Unnecessary information will confuse the viewer.
2. The line-space between two different messages should be greater than the line-space between lines of the same multiple-line message.
3. Do not allow text to run right up to the edge of a sign or border.
4. If a line of text needs to be reduced to fit on a sign, use commonly recognized abbreviations, or reduce the number of words or size of the font for the entire sign/message.
5. Use lettering and sign panel size that is appropriate for the distance and speed at which a sign is viewed (e.g. walking vs. driving).
6. Use sentence-case whenever possible. Avoid the use of all capital letters in text.
7. Ensure that project signs face the intended viewer, and that ADA requirements are referenced and adhered to in the positioning and posting of all signs.

2.13 Sign Design, Timing and Budget

Signage (construction, permanent and interpretive) should be included in all

construction drawings and specifications and included in each project's total budget and bid items. The sign design should be finalized in the later stages of a project's design with the project's final plans and specifications including construction, permanent and interpretive signage.

2.14 Sign Fabrication and Installation

Pedestal or post-mounted sign(s) are preferred when there is space (e.g. in a park). Composite materials are preferred for signs. For City SCWP green infrastructure corridor projects, permanent and interpretive signs should be fabricated and installed in compliance with Los Angeles Department of Transportation (LADOT) requirements and specifications. Additional details are provided in Appendix C.

2.15 Social Media

When appropriate, please include the Facebook, Twitter, and Instagram icons on each sign. Examples of social media logos and LASAN links include the following:

Facebook:



www.facebook.com/lacitysan

LinkedIn:



www.linkedin.com/company/lasanitation

Instagram:



www.instagram.com/lacitysan

Eventbrite:



www.lacitysan.eventbrite.com

Pinterest:



www.pinterest.com/lacitysan

YouTube:



www.youtube.com/c/lasanitationenvironment

Twitter:



www.twitter.com/lacitysan

Nextdoor:



www.nextdoor.com/agency/la-sanitation

Do not create new social media accounts for City SCWP projects. Only the above LASAN accounts are approved. If you need something posted on social media, please contact LASAN at san.safeandcleanwater@lacity.org. In the subject line, place the name of the project as well as the nature of the request.

CHAPTER 3 – SIGNAGE FOR SITE-SPECIFIC PROJECTS

This chapter includes information for signage for SCWP-funded site-specific projects and is organized by signage type: Construction, Permanent/Monument and Interpretive.

Site specific projects are defined as projects whose elements are included within a specific site (e.g. a park). Site-specific projects are often situated in locations that include public access; therefore, signage for these types of projects can be placed at the entrance to the site or along pedestrian walkways.

3.1 Site-Specific Projects – Construction Signage

3.1.1 Purpose

Project construction signage is used to inform and educate residents, community members, and project stakeholders about a specific project, including its benefits, construction schedule, funding source(s), partner agencies and/or organizations and contact information if questions or concerns arise.

Examples of signs, including designs and photos of existing signs, are provided in Appendices A and B.

A temporary project identification sign is shown in Figure 2 below.

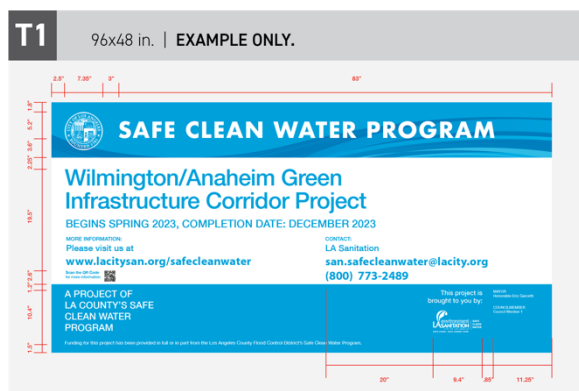


Figure 2

3.1.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

3.1.3 Sign Cost

The cost of the construction sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical temporary construction sign (4 feet by 8 feet) may cost \$400-\$800 to manufacture.

3.1.4 Location and Placement

The City project manager, site owner/operator, and project contractor shall determine the number and location of construction sign(s).

A suggested location could be a pre-existing entrance of the site or a banner on temporary construction fencing, which may surround the project. Banner design elements should be consistent with the branding, color, font(s), and logo(s) standards included herein. To avoid visual clutter, consider grouping multiple signs together.

Select a prominent location(s) where visitors and residents may safely access and easily read the sign(s).

3.1.5 Scheduling, Installation, and Maintenance

Construction information signage shall be installed 30 days before the start of the project's construction unless otherwise agreed upon by the project manager and contractor. Construction signage shall be removed within 30 days of a project's completion.

The contractor shall follow the guidelines provided by the project manager to produce, install, and maintain project signage, including project alert and project update signs.

A hotline phone number must be included on signs for projects that will require night work, weekend work, or work that will disrupt the normal daily activity of the residents in the project area for more than one week.

Project alert signs and project update signs must be placed at least one week before the alert or update occurrence.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign type and installation method chosen should be used consistently throughout the project site and the life of the construction of the project.

Consider the character of the project site or adjacent architecture when selecting an installation method. Local culture, history, and/or architecture may make it appropriate to modify installation details.

The construction contractor of the project site shall be responsible for maintaining construction signs. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary as well as the replacement of signage that is irreparable.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to signage.

3.2 Site-Specific Projects - Permanent/Monument Signage

3.2.1 Purpose

Permanent, or monument-style, project signage is used to inform and educate residents, community members, and project stakeholders about a specific project and its partner agencies.

See Appendices A and B for examples and photos of pre-existing project signs.

3.2.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

3.2.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. Larger signs (i.e., permanent or monument-type signs) may exceed \$20,000.

3.2.4 Local Character and Architecture

Consider the character of existing site architecture when selecting a design for the permanent/monument sign. Local culture, history, and/or architecture may make it appropriate to modify or incorporate specific elements into design details.

3.2.5 Location and Placement

The City project manager, site owner/operator, and project contractor will determine the number and location of permanent/monument sign(s).

A suggested location could be an existing entrance to the site or adjacent to a

pedestrian walkway through or around the project site.

Select a prominent location(s) where visitors and residents may safely access and easily read the sign(s).

To avoid visual clutter, consider grouping multiple signs together.

3.2.6 Scheduling, Installation, and Maintenance

Permanent/monument signage should be installed before the completion of the project. If the project requires permanent signage as defined in the project scope of work, then the contractor will be responsible for production and installation.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign type and installation method chosen should be used consistently throughout the project site and the life of the project.

Consider the character of existing site architecture when selecting an installation method. Local culture, history, and/or architecture may make it appropriate to modify installation details.

LASAN shall partner with LADOT, LADWP and Streets LA to identify projects and develop plans for the required maintenance of permanent project signage. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary, as well as the replacement of signage that is irreparable.

3.3 Site-Specific Projects - Interpretive Signage

3.3.1 Purpose

Interpretive project signage, which can include displays and/or kiosks, is used to inform and educate residents and visitors about a specific project, its multiple benefits, the surrounding watershed, its history and characteristics, and its partner agencies.

Interpretive signage also offers the opportunity to educate residents about pollutants of concern found in the watershed, the best management practices employed by the project to improve water quality, and specific good housekeeping practices that residents can adopt at home to keep those pollutants of concern out of the watershed's creeks and rivers.

Appendices A and B include sign designs and photos of existing signs that may be considered for content.

3.3.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

3.3.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical interpretive sign (2 feet by 3 feet) may cost \$1,000-\$5,000 to manufacture, while large or complex interpretive signage (i.e., specialty high-end products, kiosk) may exceed \$20,000.

3.3.4 Local Character and Architecture

Consider the character of existing site architecture when selecting a design for the interpretive signage. Local culture, history, and/or architecture may make it appropriate to modify or incorporate specific elements into design details.

3.3.5 Location and Placement

The City project manager, site owner/operator, and project contractor will determine the number, location, placement, and content of interpretive signage.

Suggested locations for interpretive signs and/or displays include overlook areas, bulb-out areas off main pedestrian walkways, seating areas, and/or site access points. Locations should provide views of the topic addressed, if possible, and be appropriate to the topic. In determining the location of interpretive signage, select a location where residents and visitors may safely access and read the signage.

To avoid visual clutter, consider grouping multiple signs together.

3.3.6 Scheduling, Installation, and Maintenance

Interpretive signage should be installed before the completion of the project. If the project requires interpretive signage as defined in the project scope of work, then the contractor will be responsible for production and installation.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign design, type, and installation method chosen should be used consistently throughout the project site and the life of the project.

LASAN shall partner with LADOT, LADWP and Streets LA to identify projects and develop plans for the required maintenance of permanent project signage. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary, as well as the replacement of signage that is irreparable.

3.4 Project Construction Contract Template Language

Project managers shall consult with the City Attorney to ensure that the appropriate project signage language referencing the SCWP Project Sign Design Guidelines is included in the project construction contract.



CHAPTER 4 - SIGNAGE FOR GREEN INFRASTRUCTURE CORRIDOR PROJECTS

This chapter includes information for City SCWP green infrastructure corridor projects and is organized by signage type: Construction, Permanent/Monument, and Interpretive.

Green infrastructure corridor projects pose unique challenges to signage as the project elements are typically located within or immediately adjacent to public rights-of-way. As such, green infrastructure corridor projects may not allow for traditional project signage.

4.1 Green Infrastructure Corridor Projects - Construction Signage

4.1.1 Purpose

Project construction signage is used to inform and educate residents, community members, and project stakeholders about a green infrastructure corridor project, including its benefits, construction schedule, funding source(s), partner agencies and/or organizations, and contact information if questions or concerns arise.

Construction signage, including designs and photos of existing signs, are provided in Appendices A and B.

A temporary project identification sign is shown below in Figure 3.

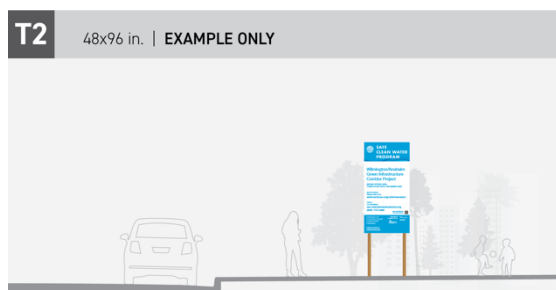


Figure 3

4.1.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

4.1.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical temporary construction sign (4 feet by 8 feet) may cost \$400-\$800 to manufacture.

4.1.4 Location and Placement

The City project manager and project contractor will determine the number and location of construction sign(s). Several construction signs may be appropriate to adequately educate and inform residents about the unique yet multi-beneficial nature of a green infrastructure corridor project.

Suggested methods could be the placement of vertically formatted signs or small banners on temporary construction fencing, which may surround project best

management practices (e.g. tree wells or parkway bioswales). Banner design elements should be consistent with the branding, color, font(s), and logo(s) standards included herein.

A temporary project identification sign is shown below in Figure 4.

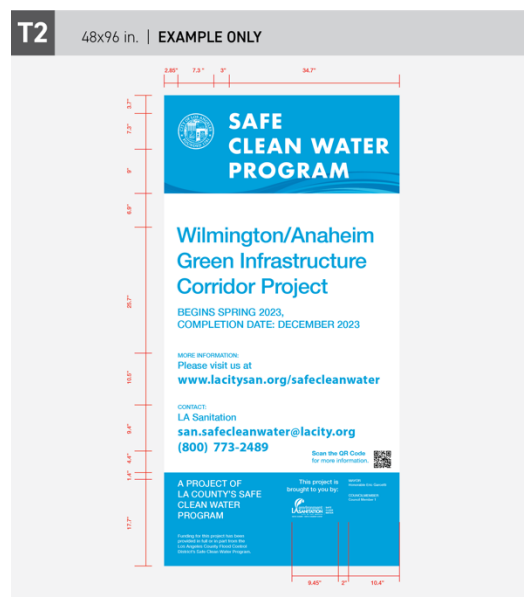


Figure 4

As green infrastructure corridor projects are located in the public right-of-way, be sure to select location(s) where visitors and residents may safely access and easily read the sign(s).

4.1.5 Scheduling, Installation, and Maintenance

Construction information signage should be installed 30 days before the start of the project's construction unless otherwise agreed upon by the project manager and contractor. Construction signage should be removed within 30 days of a project's completion.

The contractor shall follow the guidelines provided by the project manager to produce, install, and maintain project signage,

including project alert and project update signs.

A hotline phone number must be included on signs for projects that will require night work, weekend work, or work that will disrupt the normal daily activity of the residents in the project area for more than one week.

Project alert signs and project update signs must be placed at least one week before the alert or update occurrence.

A temporary construction alert sign is shown below in Figure 5.



Figure 5

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign type and installation method chosen should be used consistently throughout the project site and the life of the construction of the project.

Consider the character of the project site or adjacent architecture when selecting an installation method. Local culture, history, and/or architecture may make it appropriate to modify installation details.

The construction contractor shall be responsible for maintaining construction signs. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair

of signs as necessary as well as the replacement of signage that is irreparable.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to signage.

4.2 Green Infrastructure Corridor Projects - Permanent Signage

4.2.1 Purpose

Permanent project signage is used to inform and educate residents, community members, and project stakeholders about a specific green infrastructure corridor project and its partner agencies. Examples of signs, including designs and photos of existing signs, are provided in Appendices A and B.

A permanent green infrastructure corridor project sign is shown in Figure 6 below.

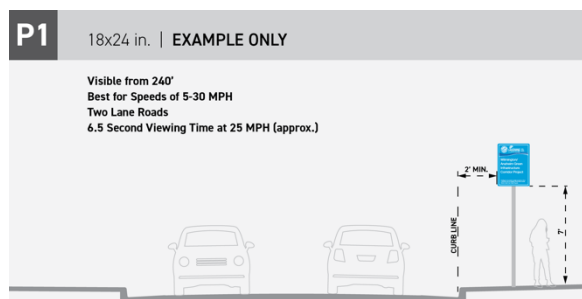


Figure 6

4.2.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

4.2.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical street sign (18-inch by 24-inch, aluminum plate) may cost \$500-\$1,000 to manufacture.

4.2.4 Local Character and Architecture

Consider the character of existing site architecture when selecting a design for permanent signs. Local culture, history, and/or architecture may make it appropriate to modify or incorporate specific elements into design details.

4.2.5 Location and Placement

Green infrastructure corridor projects pose unique challenges to permanent signage as the project elements are typically located within a public right-of-way. Green infrastructure corridor projects may not allow for traditional permanent signage.

The City project manager and contractor shall determine the number and location of permanent sign(s). Suggested locations could be each of the entrance points of the green infrastructure corridor and the placement of smaller 18-inch by 24-inch (size for example only) aluminum signs on existing steel posts. LADOT should be consulted, and guidelines followed in the installation of permanent street signs.

A permanent green infrastructure corridor project sign is shown below.

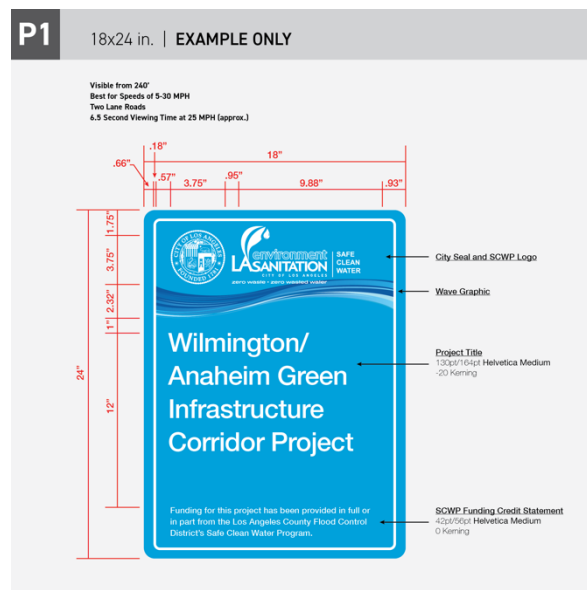


Figure 7

As green infrastructure corridor projects are located in the public right-of-way, be sure to select location(s) where visitors and residents may safely access and easily read the sign(s).

4.2.6 Scheduling, Installation, and Maintenance

Permanent signage shall be installed before the completion of the project. If the project requires permanent/monument signage as defined in the project scope of work, then the contractor shall be responsible for production and installation.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

All signs must conform to LADOT requirements and regulations.

The sign type and installation method chosen shall be used consistently throughout the project site and the life of the project.

The character of existing area architecture shall be considered when selecting an installation method. Local culture, history, and/or architecture may make it appropriate to modify installation details.

LASAN shall partner with LADOT, Los Angeles Department of Water and Power (LADWP) and Streets LA to identify projects and develop plans for the required maintenance of permanent project signage located in the public right-of-way. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary, as well as the replacement of interpretive signage that are irreparable.

Project managers should consult with the LADOT / Streets LA on municipal rules, regulations and permits surrounding the placement of signs in the public right-of-way.

4.3 Green Infrastructure Corridor Projects - Interpretive Signage

4.3.1 Purpose

Interpretive project signage is used to inform and educate residents and visitors about a specific project, its multiple benefits, surrounding watershed, characteristics, and its partner agencies. Interpretive signage also offers the opportunity to educate residents about specific good housekeeping practices that residents can adopt at home to keep those pollutants of concern out of the watershed's creeks and rivers.

Appendices A and B include examples and photos of existing interpretive signage.

4.3.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

4.3.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical interpretive sign (2 foot by 3 foot) may cost \$1,000-\$5,000 to manufacture, while large or complex signs (i.e., specialty high-end products, kiosk) may exceed \$20,000.

4.3.4 Local Character and Architecture

Consider the character of existing site architecture when selecting a design for the interpretive signage. Local culture, history, and/or architecture may make it appropriate to modify or incorporate specific elements into design details.

4.3.5 Location and Placement

The City project manager, site owner/operator, and project contractor will determine the number, location, placement, and content of interpretive signage.

Green infrastructure corridor projects pose unique challenges to interpretive signage as the project elements are typically located within a public right-of-way. Green infrastructure corridor projects may not allow for traditional interpretive signage (e.g. displays and/or kiosks).

The City project manager and contractor will determine the number and location of interpretive sign(s). Suggested locations could be the best management practice elements installed on the green infrastructure corridor (e.g. tree wells and/or parkway bioswales). Small signs affixed to these best management practices could explain the purpose of the best management practice and the community benefits realized. The use of a QR code which sends visitors to a project web page may be considered. The LADOT should be consulted, and guidelines followed in the installation of interpretive street signs.

A small interpretive sign is shown in Figure 8 below.



Figure 8

As green infrastructure corridor projects are located in the public right-of-way, be sure to select location(s) where visitors and residents may safely access and easily read the interpretive sign(s).

4.3.6 Scheduling, Installation, and Maintenance

Interpretive signage should be installed before the completion of the project. If the project requires interpretive signage as defined in the project scope of work, then the contractor will be responsible for production and installation.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24. The sign design, type, and installation method chosen should be used consistently throughout the project site and the life of the project.

LASAN shall partner with LADOT, LADWP and Streets LA to identify projects and develop plans for the required maintenance of permanent project signage. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary, as well as the replacement of signage that is irreparable.

4.4 Project Construction Contract Template Language

Project managers shall consult with the City Attorney to ensure that the appropriate project signage language referencing the SCWP Project Sign Design Guidelines is included in the project construction contract.



CHAPTER 5 - SIGNAGE FOR GRAY INFRASTRUCTURE PROJECTS

This chapter includes information for SCWP gray infrastructure projects and is organized by signage type: Construction, Permanent/Monument, and Interpretive.

Gray infrastructure projects pose unique challenges to signage as project elements may not be located in the public right-of-way and many elements may be located underground (e.g. low-flow diversion projects). As such, gray infrastructure corridor projects may not allow for traditional site-specific project signage.

5.1 Gray Infrastructure Projects - Construction Signage

5.1.1 Purpose

Project construction signage is used to inform and educate residents, community members, and project stakeholders about a specific project, including its benefits, construction schedule, funding source(s), partner agencies and/or organizations, and contact information if questions or concerns arise.

Appendices A and B includes designs and photos of existing signs.

A temporary project identification sign is shown in Figure 8 below.

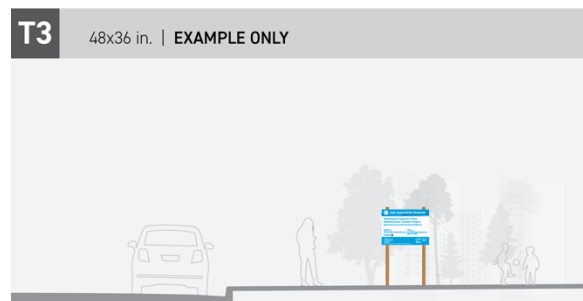


Figure 8

5.1.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

5.1.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical temporary construction sign (4 feet by 8 feet) may cost \$400-\$800 to manufacture.

5.1.4 Location and Placement

The City project manager, site owner/operator, and project contractor will determine the number and location of construction sign(s).

A suggested location could be an existing entrance of the site or a banner on temporary construction fencing, which may surround the project. Banner design elements should be consistent with the branding, color, font(s), and logo(s) standards included herein.

A temporary project identification sign is shown in Figure 9 below.

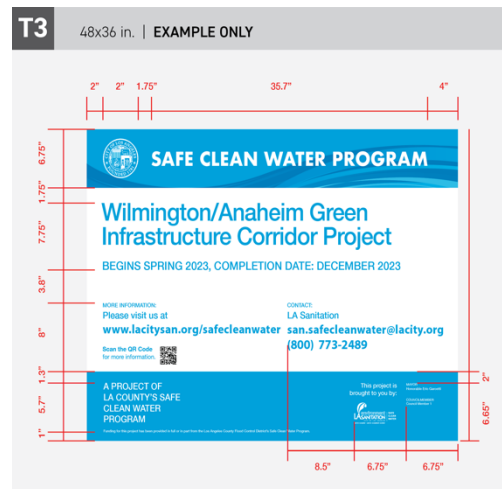


Figure 9

Select a prominent location(s) where visitors and residents may safely access and easily read the sign(s).

To avoid visual clutter, consider grouping multiple signs.

5.1.5 Scheduling, Installation, and Maintenance

Construction information signage shall be installed 30 days before the start of the project's construction unless otherwise agreed upon by the project manager and contractor. Construction signage shall be removed within 30 days of a project's completion.

The contractor shall follow the guidelines provided by the project manager to produce, install, and maintain project signage, including project alert and project update signs.

A hotline phone number shall be included on signs for projects that will require night work, weekend work, or work that will disrupt the normal daily activity of the residents in the project area for more than one week.

Project alert signs and project update signs must be placed at least one week before the alert or update occurrence.

A project alert sign is shown in Figure 10 below.



Figure 10

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign type and installation method chosen shall be used consistently throughout the project site and the life of the construction of the project.

Consider the character of the project site or adjacent architecture when selecting an installation method. Local culture, history and/or architecture may make it appropriate to modify installation details.

The construction contractor of the project site shall be responsible for maintaining construction signs. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary as well as the replacement of signage that is irreparable.

5.2 Gray Infrastructure Projects - Permanent/Monument Signage

5.2.1 Purpose

Permanent, or monument-style, project signage is used to inform and educate residents, community members, and project stakeholders about a specific project and its partner agencies.

Project sign designs and photos of existing signs are provided in Appendices A and B.

A permanent project sign is shown in Figure 11 below.

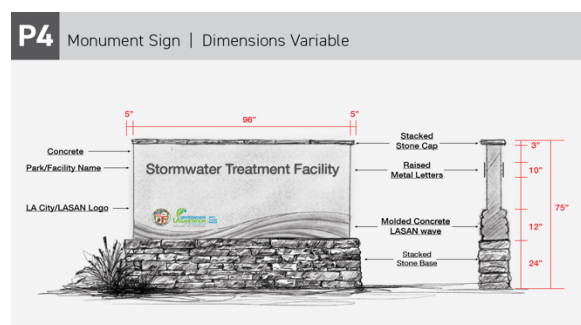


Figure 11

5.2.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the

appropriate graffiti-repellent coating to apply to all project signage.

5.2.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. Large signs (i.e., permanent or monument-style) may exceed \$20,000.

5.2.4 Local Character and Architecture

Consider the character of existing site architecture when selecting a design for the permanent/monument sign. Local culture, history, and/or architecture may make it appropriate to modify or incorporate specific elements into design details.

5.2.5 Location and Placement

The City project manager, site owner/operator, and project contractor will determine the number and location of permanent/monument sign(s).

A suggested location could be an existing entrance to the site or adjacent to a pedestrian walkway through or around the project site.

Select a prominent location(s) where visitors and residents may safely access and easily read the sign(s).

To avoid visual clutter, consider grouping multiple signs together.

5.2.6 Scheduling, Installation, and Maintenance

Permanent/monument signage shall be installed before the completion of the project. If the project requires permanent signage as defined in the project scope of work, then the contractor will be responsible for production and installation.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign type and installation method chosen shall be used consistently throughout the project site and the life of the project.

Consider the character of existing site architecture when selecting an installation method. Local culture, history, and/or architecture may make it appropriate to modify installation details.

LASAN shall partner with LADOT, LADWP and Streets LA to identify projects and develop plans for the required maintenance of permanent project signage. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary, as well as the replacement of signage that is irreparable.

5.3 Gray Infrastructure Projects - Interpretive Signage

5.3.1 Purpose

Interpretive project signage, which can include displays and/or kiosks, is used to inform and educate residents and visitors about a specific project, its multiple benefits, surrounding watershed, characteristics, and its partner agencies. Interpretive signage offers the opportunity to educate residents about pollutants of concern found in the watershed, and the best management practices employed by the project to improve water quality and/or capture stormwater and urban runoff.

Additionally, interpretive signage can educate residents about specific good housekeeping practices that they can adopt at home to keep pollutants of concern out of the watershed's creeks and rivers.

Signs, including designs and photos of existing signs, are provided in Appendices A and B.

5.3.2 Specifications and Manufacturing

The specifications for project signs will be different for every project and should be developed and written on a case by case basis.

Appendix C includes a sample of the specifications that should be developed for the manufacture and installation of project signs and included in project contract documents.

All materials used in the manufacturing and fabrication of a project's signs shall be durable and resistant to the elements and graffiti.

Project managers should consult with the Department of Public Works, Office of Community Beautification on the appropriate graffiti-repellent coating to apply to all project signage.

5.3.3 Sign Cost

The cost of the sign(s) is an eligible project cost. Cost of signs will vary with each project and sign type. A typical interpretive sign (2 foot by 3 foot) may cost \$1,000-\$5,000 to manufacture, while large or complex signs (i.e., specialty high-end products, kiosk) may exceed \$20,000.

5.3.4 Local Character and Architecture

Consider the character of existing site architecture when selecting a design for the interpretive signage. Local culture, history, and/or architecture may make it appropriate to modify or incorporate specific elements into design details.

5.3.5 Location and Placement

The City project manager, site owner/operator, and project contractor will determine the number, location, placement, and content of interpretive signage.

Interpretive signs and displays are typically installed as displays or kiosks alongside pedestrian walkways or adjacent to scenic lookout points and/or seating areas. The physical locations of gray infrastructure projects may not lend themselves to the siting of interpretive signage that is easily accessible by visitors and residents. Project managers and contractors may consider alternative adjacent locations that are easily and safely accessible when planning for educational interpretive signage for gray infrastructure projects.

To avoid visual clutter, consider grouping multiple signs together.

An interpretive sign is shown in Figure 12 below.

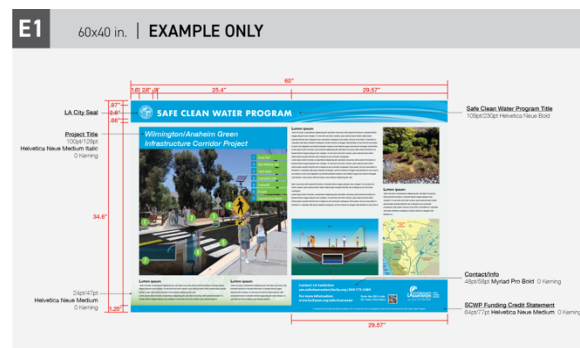


Figure 12

5.3.6 Scheduling, Installation, and Maintenance

Interpretive signage shall be installed before the completion of the project. If the project requires interpretive signage as defined in the project scope of work, then the contractor will be responsible for production and installation.

All signs must conform to ADA requirements. For standards, refer to California Code of Regulations, Title 24.

The sign design, type, and installation method chosen shall be used consistently throughout the project site and the life of the project.

LASAN shall partner with LADOT, LADWP and Streets LA to identify projects and develop plans for the required maintenance of permanent project signage. The required maintenance of signage consists of regular inspections for vandalism, including the cleaning and repair of signs as necessary, as well as the replacement of signage that is irreparable.

5.4 Project Construction Contract Template Language

Project managers shall consult with the City Attorney to ensure that the appropriate project signage language referencing the SCWP Project Sign Design Guidelines is included in the project construction contracts.

APPENDICES

Appendix A – Project Sign Designs

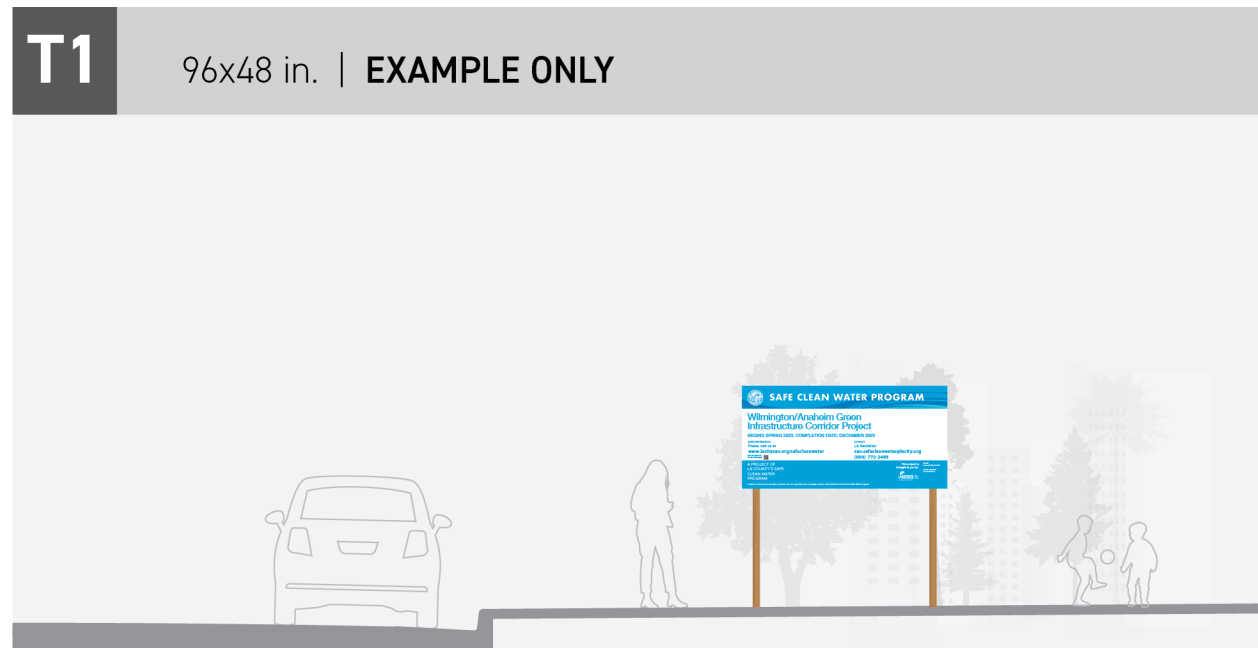
Appendix B – Existing Project Signs

Appendix C – Specifications for the Manufacture and Installation of Signs

APPENDIX A

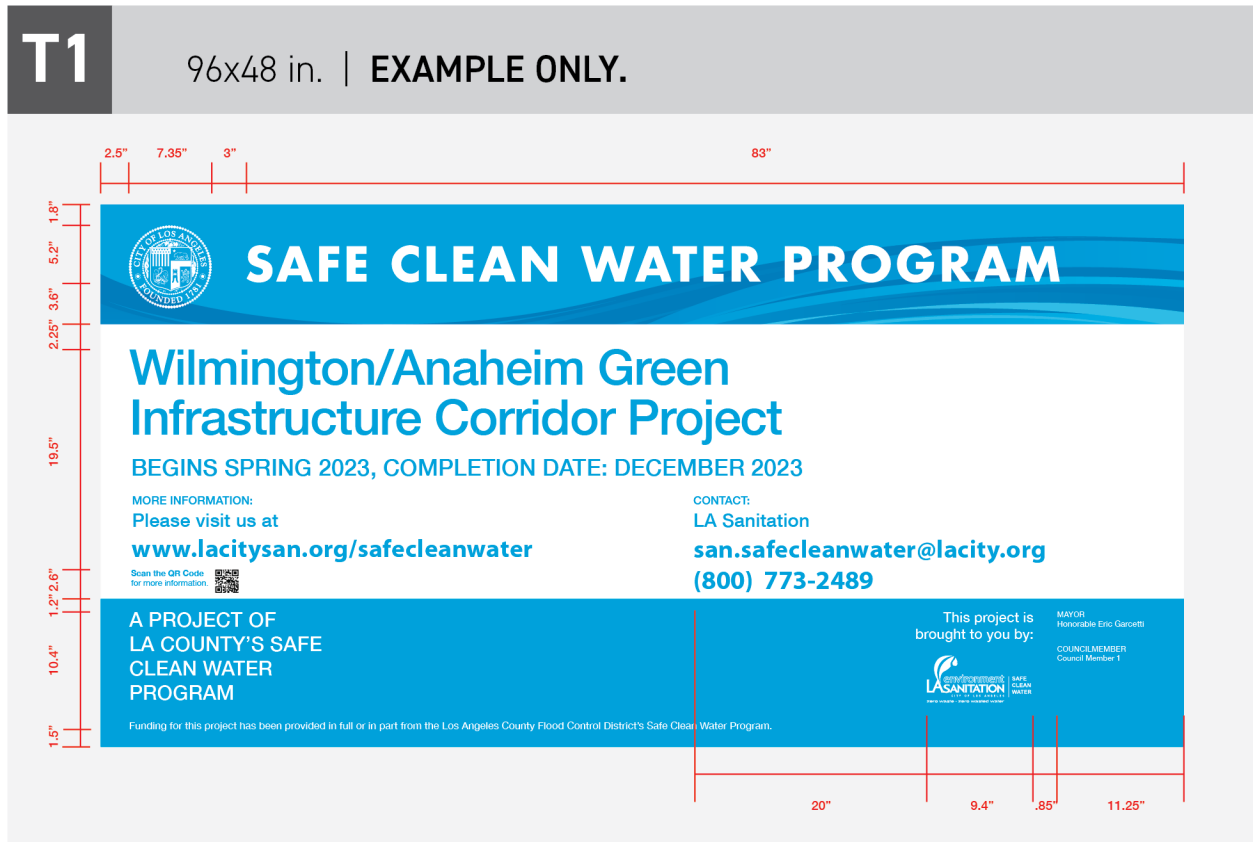
PROJECT SIGN DESIGNS

Figure A-1 – Temporary Project Identification Sign



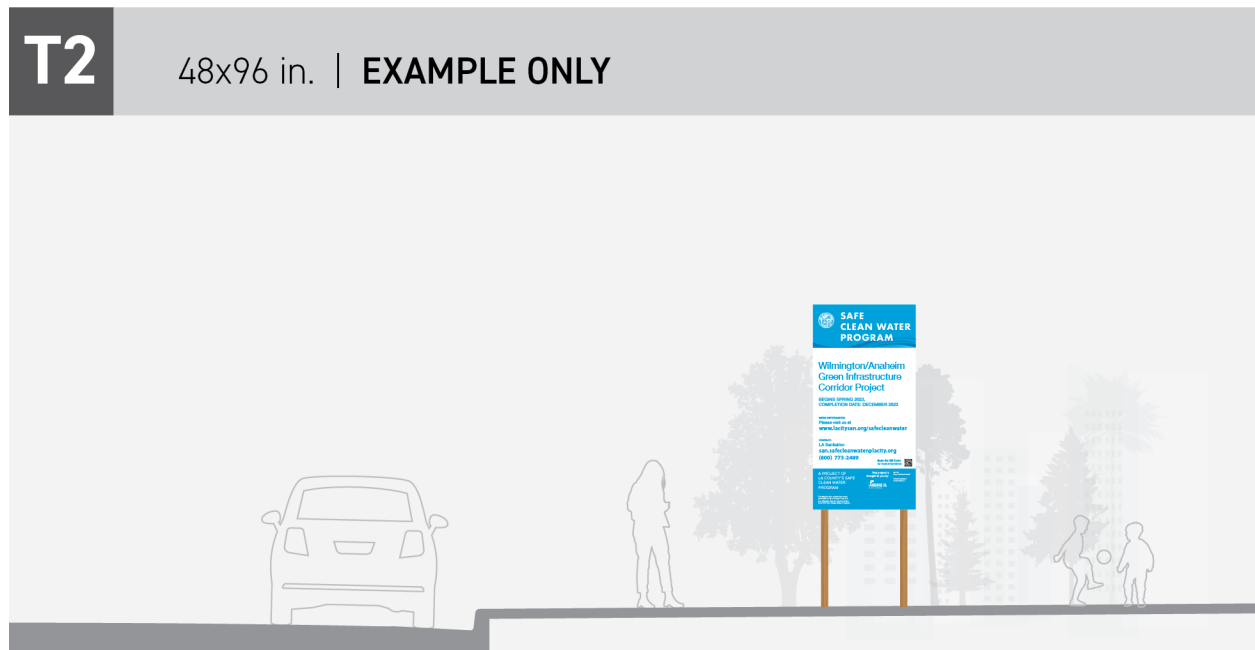
APPENDIX A

Figure A-2 – Temporary Project Identification Sign



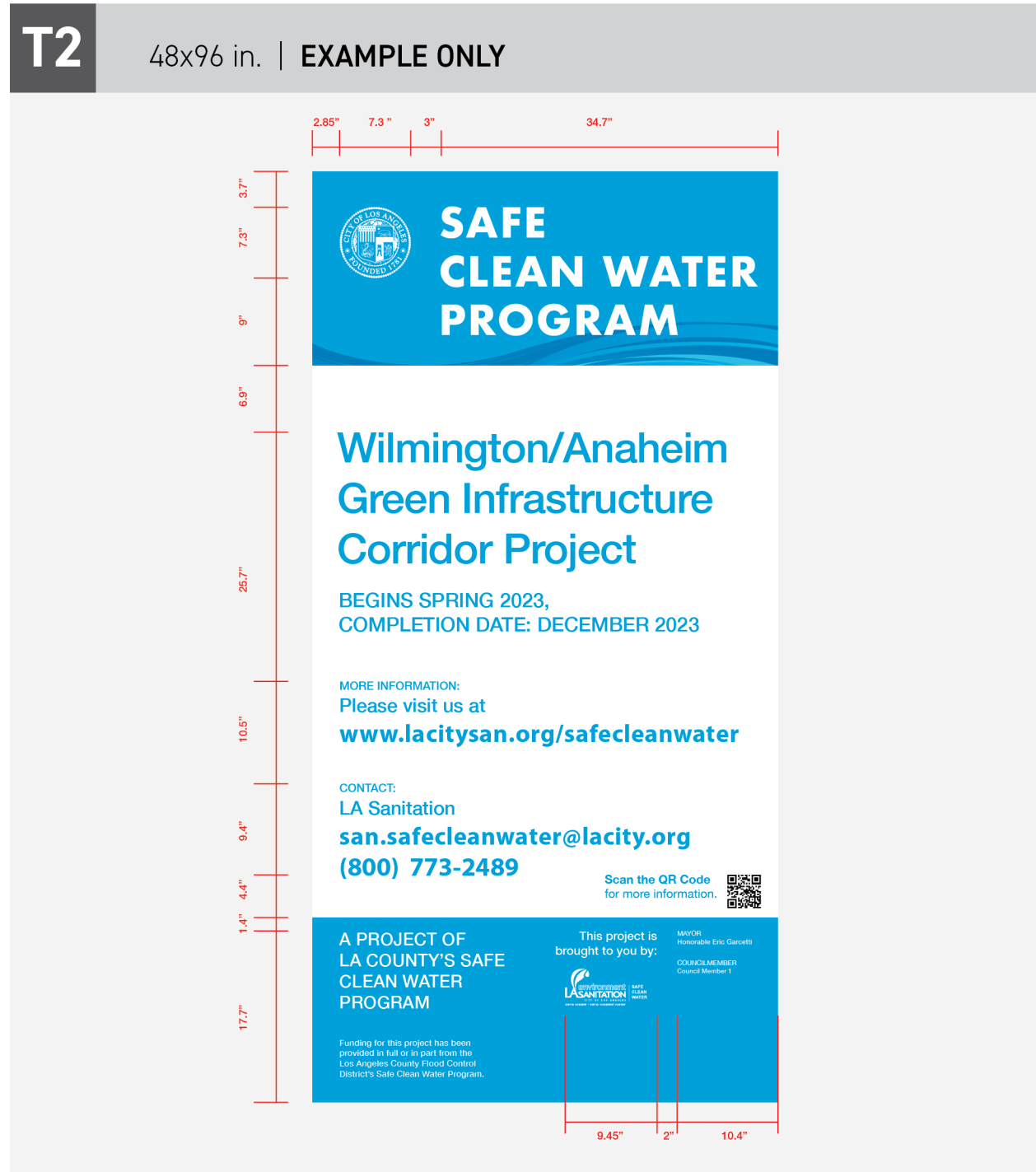
APPENDIX A

Figure A-3 – Temporary Project Identification Sign (Site Profile)



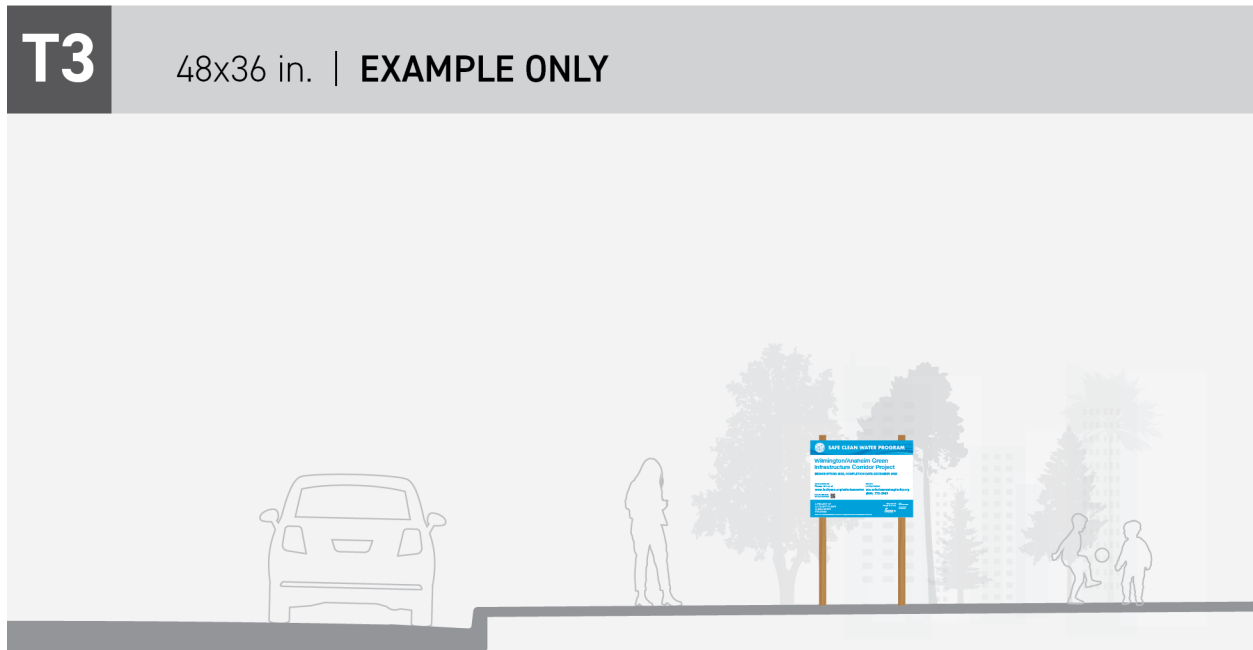
APPENDIX A

Figure A-4 – Temporary Project Identification Sign



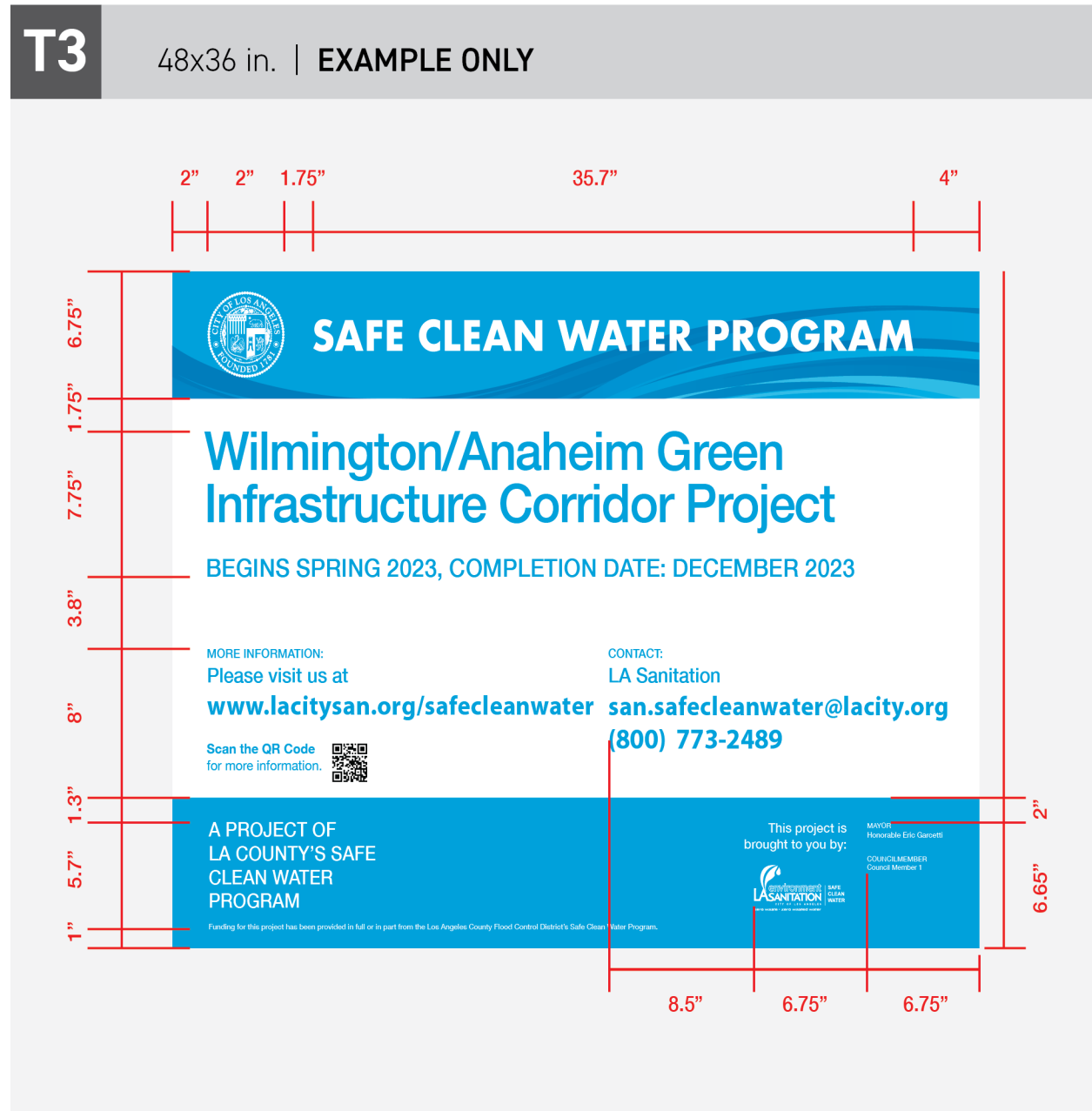
APPENDIX A

Figure A-5 – Temporary Project Identification Sign (Site Profile)



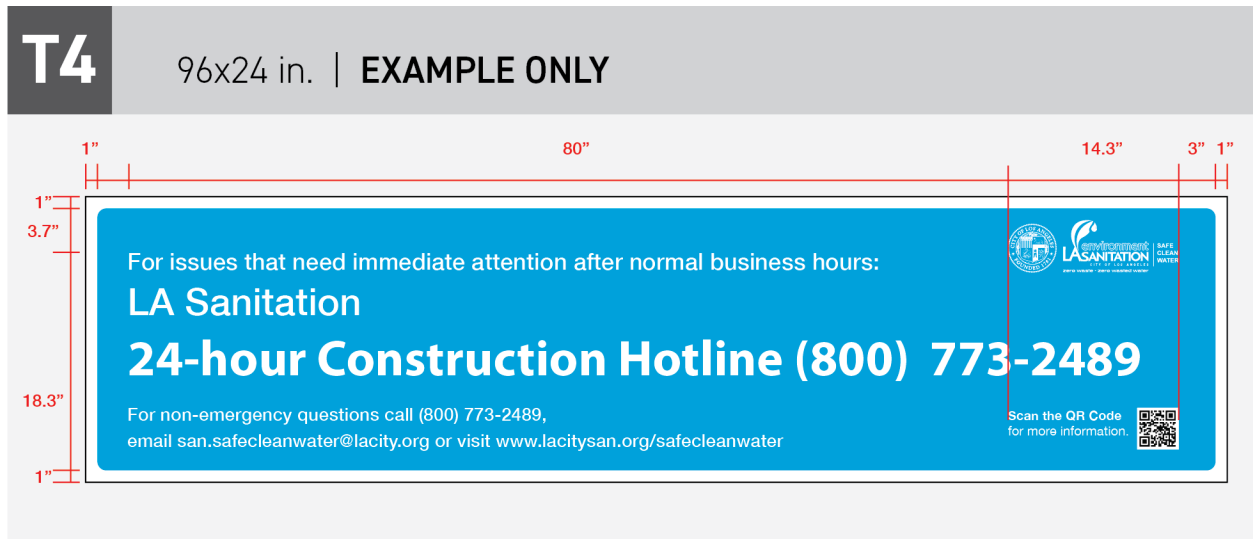
APPENDIX A

Figure A-6 – Temporary Project Identification Sign



APPENDIX A

Figure A-7 – Temporary Project Hotline Banner



APPENDIX A

Figure A-8 – Temporary Project Alert Sandwich Board Sign



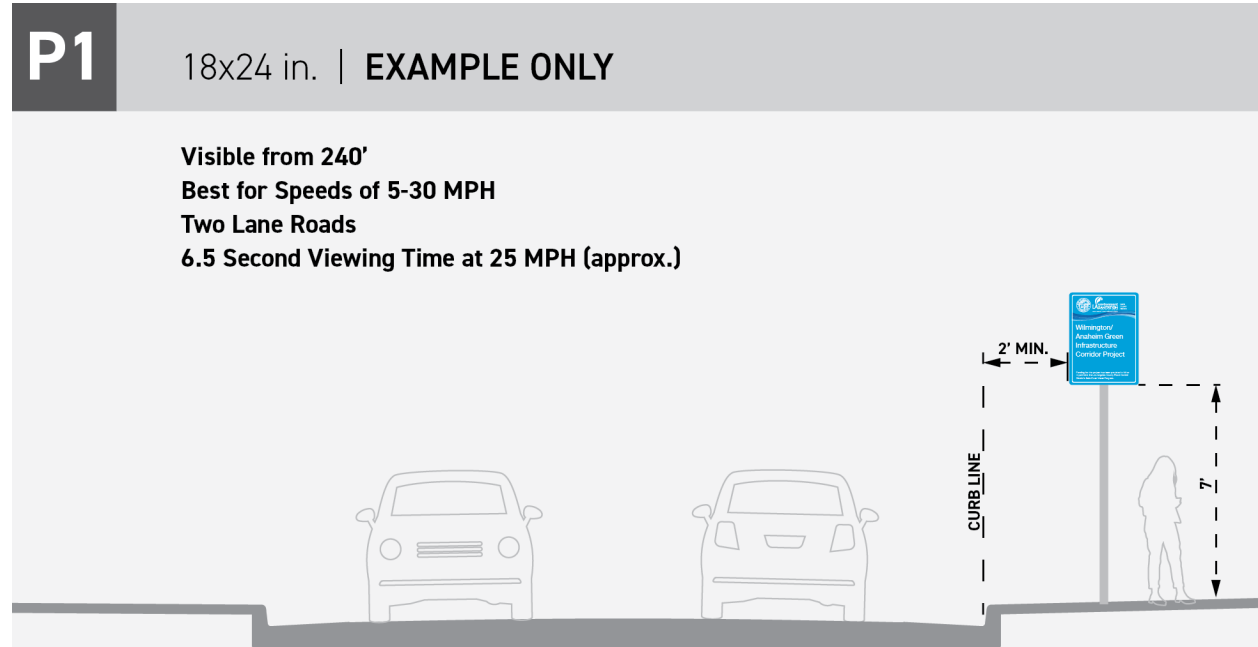
APPENDIX A

Figure A-9 – Temporary Project Alert Banner



APPENDIX A

Figure A-10 – Permanent Green Corridor Sign (Site Profile)



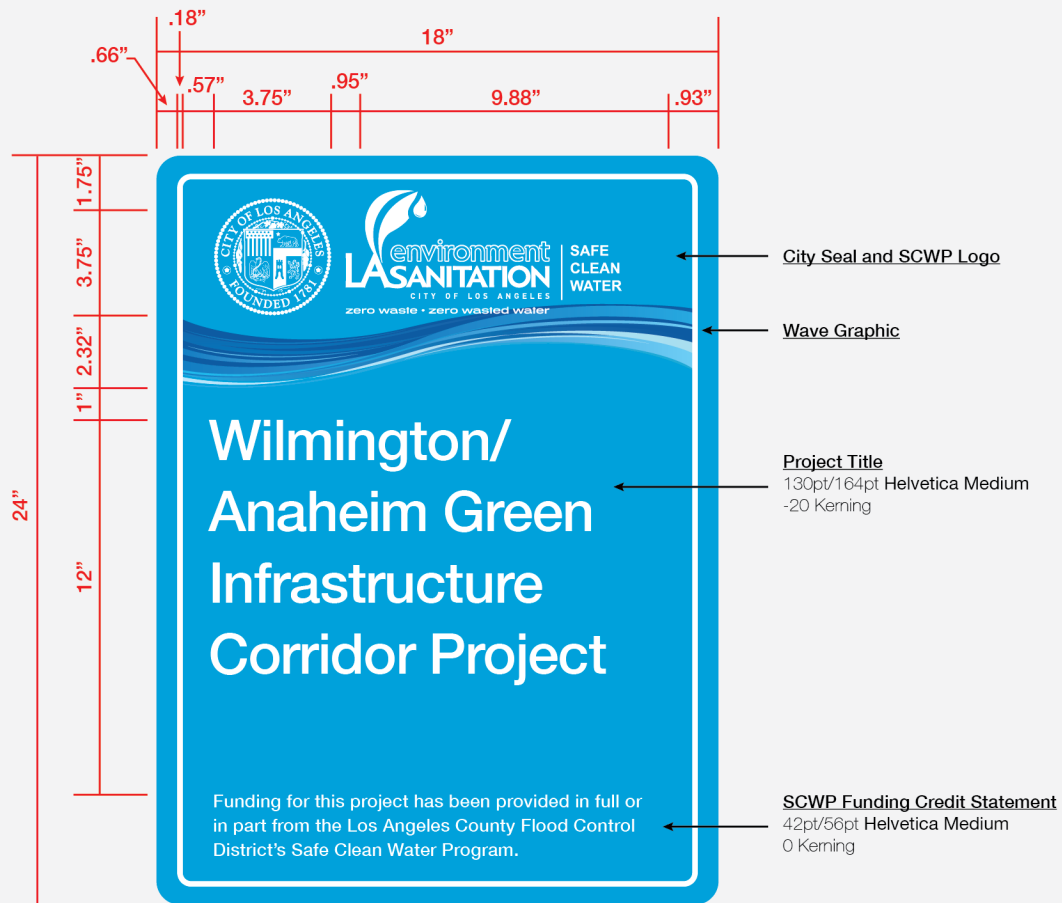
APPENDIX A

Figure A-11 – Permanent Green Corridor Sign

P1

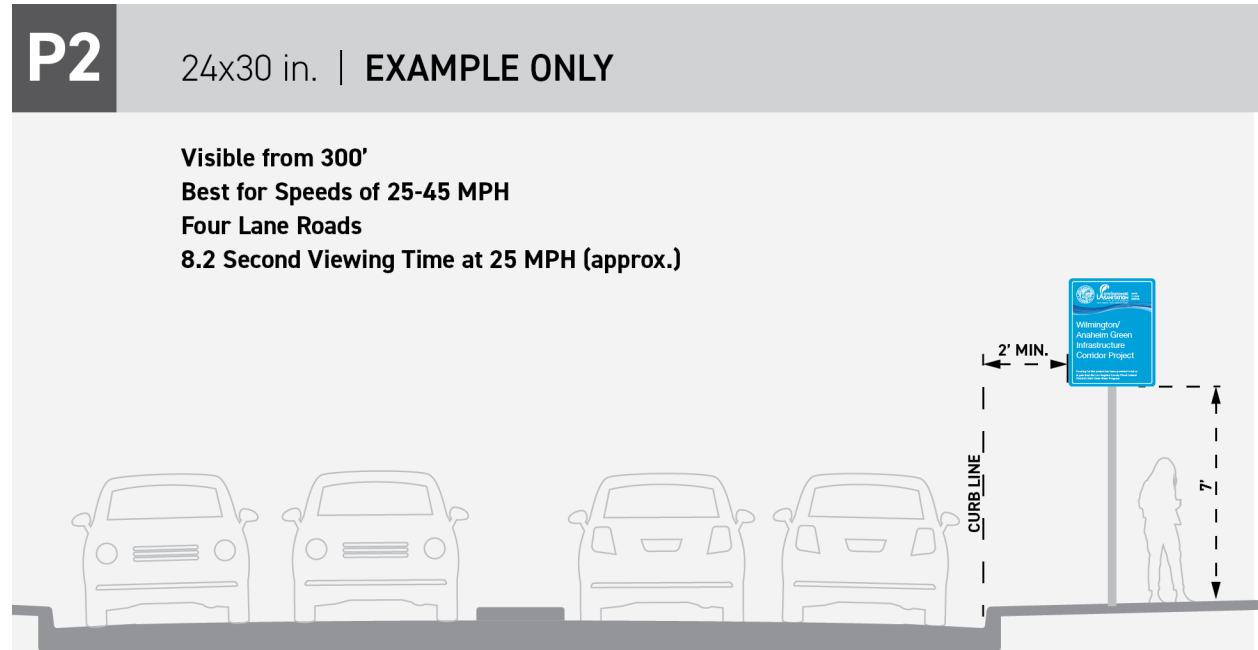
18x24 in. | **EXAMPLE ONLY**

Visible from 240'
Best for Speeds of 5-30 MPH
Two Lane Roads
6.5 Second Viewing Time at 25 MPH (approx.)



APPENDIX A

Figure A-12 – Permanent Green Corridor Sign (Site Profile)



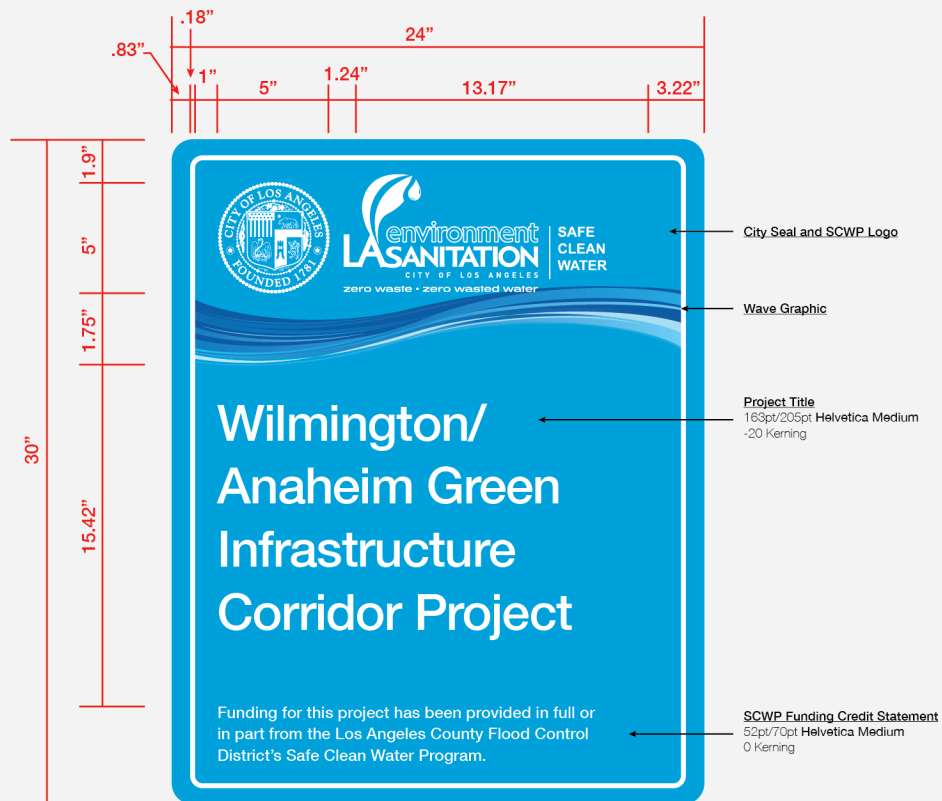
APPENDIX A

Figure A-13 – Permanent Green Corridor Sign

P2

24x30 in. | **EXAMPLE ONLY**

Visible from 300'
Best for Speeds of 25-45 MPH
Four Lane Roads
8.2 Second Viewing Time at 25 MPH (approx.)



APPENDIX A

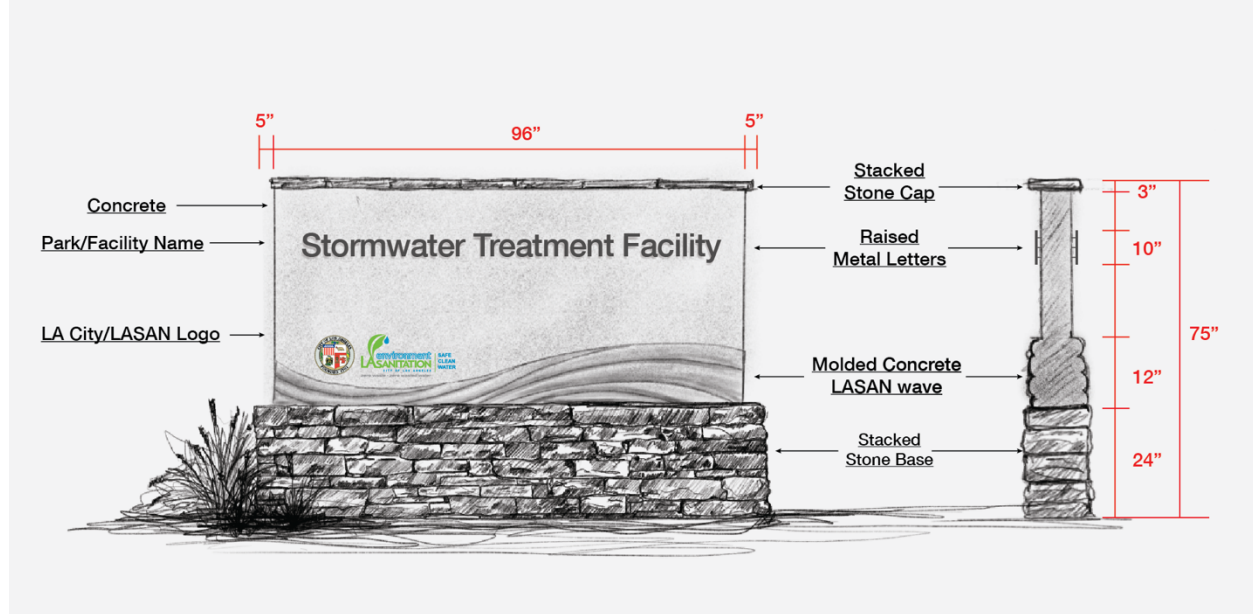
Figure A-14 – Permanent Park Gateway Sign



APPENDIX A

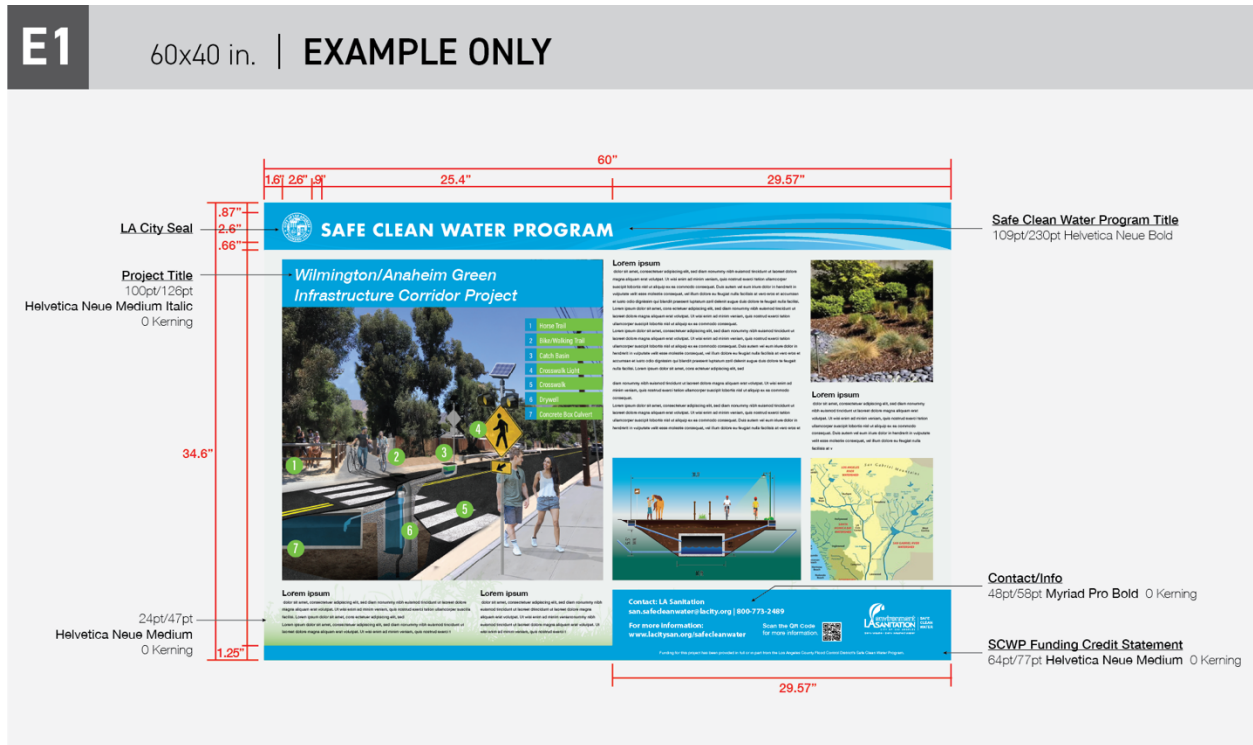
Figure A-15 – Permanent Monument Sign

P4 Monument Sign | Dimensions Variable



APPENDIX A

Figure A-16 – Permanent Educational/Interpretive Sign



APPENDIX B

EXAMPLES OF EXISTING PROJECT SIGNS

Note: The examples included in Appendix B do not follow the SCWP Project Sign Design Guidelines. They are included to show the different types of project signs that are possible and which may be considered for projects.

Figure B-1 – Construction Banner (Sewer Rehabilitation)



APPENDIX B

Figure B-2 – Construction Sign (Elmer Paseo)



Figure B-3 – Construction Sign (Alley Improvements)

ALLEY IMPROVEMENTS IN PROGRESS MEJORAS DE CALLEJÓN EN CURSO

ANTICIPATED
OPENING/APERTURA
ANTICIPADA:

**SPRING
2016**

FOR MORE INFORMATION / PARA MÁS INFORMACIÓN:
Natalia Gaerlan, The Trust for Public Land
natalia.gaerlan@tpl.org | 323-223-0441 ext. 12

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ADDITIONAL SUPPORT PROVIDED BY / APOYO ADICIONAL PROPORCIONADO POR:

The Alleen Gentry Foundation, The JB Fund Community Building Initiative, Kaiser Permanente, Wells Fargo, National Fish and Wildlife Foundation, LA2050, an initiative of the Goldhirsh Foundation, The Boeing Company, The Oryznet Foundation, Union Bank Foundation; among others.

Funding for this project has been provided in full or in part through an agreement with the State Water Resources Control Board. / Este proyecto ha sido financiado en su totalidad o en parte a través de un acuerdo con la Junta Estatal de Recursos Hídricos. El contenido de este documento no refleja necesariamente los puntos de vista o expresiones políticas de la Junta.

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APPENDIX B

Figure B-4 – Interpretive Sign (Argo Drain, Grouping of Two Signs)



APPENDIX B

Figure B-5 – Interpretive Sign (Argo Drain, English/Spanish)



APPENDIX B

Figure B-6 – Interpretive Sign (Argo Drain, English/Spanish)



APPENDIX B

Figure B-7 – Interpretive Sign (LA River, English/Spanish)



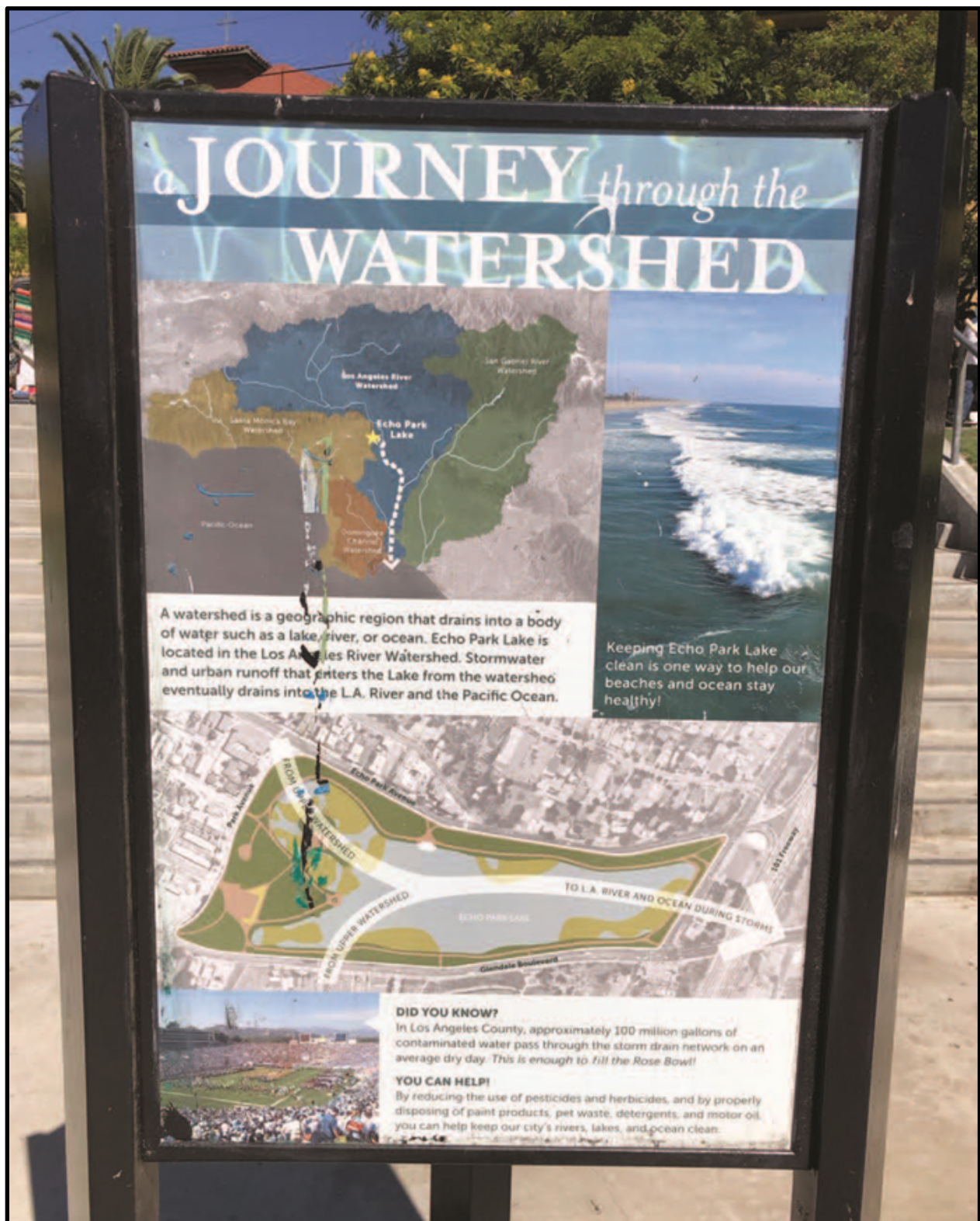
APPENDIX B

Figure B-8 – Interpretive Sign (Echo Park Lake)



APPENDIX B

Figure B-9 – Interpretive Sign (Echo Park Lake)



APPENDIX C

SAMPLE SPECIFICATIONS for the MANUFACTURE and INSTALLATION of SIGNS

Note: The specifications are sample specifications only. These sample specifications demonstrate the scope and detail of the specifications which will need to be included in all contract documents for Safe Clean Water Program-funded projects.

SAMPLE SPECIFICATIONS

PROJECT INTERPRETIVE SIGNAGE

PART 1 - GENERAL SPECIFICATIONS

1.1 DOCUMENTS

These specifications form part of the Contract Documents and are to be read, interpreted, and coordinated with all other parts of the document.

1.2 SCOPE

These specifications apply only to the manufacture and supply of signs and graphic images in porcelain enamel on steel.

1.3 DEFINITIONS

1.3.1 PORCELAIN ENAMEL

Porcelain enamel on steel is a substantially vitreous (glassy) inorganic coating bonded to metal by fusion at temperatures above 1400° Fahrenheit. Porcelain enamel is not to be confused with baked paints or organic enamels.

1.3.2 STEEL

For purposes of this specification, “steel” is special purpose enameling iron or steel as defined by ASTM A424 Type 1. The standard thickness for most applications is

16 gauge (.060”). If required, the steel can be as thick as 14 gauge (.075”), and as thin as 18 gauge (.048”). Please note that porcelain enamel edge “burnoff” can occur on steel lighter than 16 gauge.

1.3.3 FRITS/GLAZES/OXIDES

Specially formulated porcelain enamel frits, glazes and oxides as supplied by Ferro, Chivit, APEC, Pemco, and Degussa. These materials when combined and processed in final form shall have no less than a Class A acid resistance rating as defined by ASTM C282 Citric Acid Spot Test.

1.3.4 ART

The graphic material and images as supplied by or directed under the supervision of the customer on this project. This includes electronic files, mechanicals, text, photographs, transparencies, film, and other graphic source materials.

1.3.5 APPROVALS

Approvals shall be obtained at each stage of production and are the responsibility of the customer as submitted by the supplier. Work shall not proceed without the proper written authorizations.

1.3.6 FASTENERS

Stainless steel or cadmium plated steel.

1.3.7 LAMINATES

Laminate material shall be bonded to the back surface of the porcelain enamel sign panel to meet structural and flatness criteria.

1.3.8 ADHESIVES

Adhesives used to bond laminates shall be neoprene-based cement. Adhesive shall be water resistant and heat resistant up to 100 degrees C.

1.4 REFERENCE STANDARDS

1.4.1 PORCELAIN ENAMEL INSTITUTE

“Specification for Architectural Porcelain Enamel on Steel PEI S-100 (65)”, by the Porcelain Enamel Institute, Arlington, VA, USA.

1.4.2 VITREOUS ENAMEL DEVELOPMENT COUNCIL

“Vitranamel Quality Standards for Signs”, by the Vitreous Enamel Development Council, London, England.

PART 2 - GENERAL REQUIREMENTS

The following requirements must be provided by the supplier and approved by the customer before fabrication.

2.1 REFERENCES

Supplier shall provide references for as many as 10 clients who have used their services to the satisfaction of the customer.

2.2 RELATED WORK

Related work shall be carried out by a qualified contractor as approved by the customer.

2.3 INSTALLATION

Installation shall be performed in a workmanlike fashion consistent with porcelain enamel requirements. Porcelain enamel company shall provide instructions if installation is to be performed by customer or others. Installer to supply all equipment and materials necessary for proper installation, as detailed by supplier. See Figure 1 for additional details.

2.4 PRODUCTS

2.4.2 PORCELAIN ENAMEL PANELS

Supplier to provide porcelain enamel interpretive sign panels meeting requirements in Part 4 of this Section.

2.4.3 EXTRUDED ALUMINUM SIGN BASE

Supplier to provide pre-fabricated extruded aluminum bases to hold single porcelain enamel panels as indicated on drawings.

A. Sign base to be designed and constructed to National Park Service (NPS) standards.

B. Sign base to be equivalent to the following:

1. Manufacturer: KVO Industries.
2. Model: 3624 NPS DUPR.
3. Finish: Semi-gloss.
4. Color: Cardinal T241-BK59.
5. Application: Powder Coat.

2.5 QUALIFICATIONS

Suppliers of materials and services shall have five years of previous experience with projects of this scope.

2.6 SUBMITTALS AND SAMPLES

Upon the customer's request, the supplier must supply samples and colors relevant to the project.

A. Porcelain Enamel – 4 inches by 4 inches sample of each spot color and full color proofs for each panel.

B. Aluminum – Paint color and finish sample for interpretive panel base, 4 inches by 4 inches sample.

2.7 QUALITY ASSURANCE

Quality of the entire project must conform to the specifications and bid submittals as approved by the customer.

2.7.1 EXPERIENCE

Craftsmen shall have a minimum of five years proven experience in this type of work.

2.7.2 EVIDENCE

The supplier shall provide the customer with evidence of having completed the manufacture of two projects of similar scope within the preceding three years.

2.7.3 SPECIFIC SUBMITTAL

The supplier shall provide specific samples of color matching and graphic resolution ability to the customer for approval.

2.8 ENVIRONMENTAL

The supplier shall be able to demonstrate compliance with all workers' safety and environmental regulations in effect at the location of manufacture.

2.9 WARRANTY

The supplier shall provide a signed written warranty issued in the name of the customer stating that the porcelain enamel signage has a guaranteed life of twenty-five years from the date of delivery against fading and five years against spalling, pinholes, discoloration, staining, or rusting.

2.10 WRITTEN GUARANTEE

The supplier shall also certify in writing that the porcelain enameling will be performed in accordance with the current edition of the PEI Technical Manual: section PEI 1001 – "Specification for Architectural Porcelain Enamel on Steel for Exterior Use", as issued by the Porcelain Enamel Institute.

2.11 ACCEPTABLE MANUFACTURERS FOR PORCELAIN ENAMEL PANELS AND EXTRUDED ALUMINUM SIGN BASE

A. ABC Industries, 123 Main Street, Ste A
Anytown, USA 12345, Tel: (800) 555-1234,
Fax: (800) 555-1234, Email:
sampleonly@abcindustries.com

B. DEF Industries, 123 Any Avenue,
Anytown, USA 67890, Tel: (800) 555-5678,
Fax: (800) 555-5678, Email:
sampleonly@defindustries.com

PART 3 - ART AND IMAGING

3.1 ART PREPARATION

The supplier shall produce film positives and/or negatives from electronic art files as supplied by the customer.

3.2 ART APPROVALS

All artwork, including laser separations, digital color composites, color keys, bluelines, and/or full size film shall be submitted to the customer for approval before it is reproduced in porcelain enamel.

3.3 ART WORK

3.3.1 ORIGINALS

Original artwork shall not be harmed in any way (writing, cutting, folding, rough handling, etc.) and shall be returned to the client upon successful completion and acceptance of the project.

3.3.2 LETTERING

The sign lettering and layout shall conform to the details for the LASAN Sign Design Standards as shown in Figure 2 in the specifications.

3.3.3 LOGOS

The LASAN will provide the Contractor with a Digital LASAN Logo to be used for the Project Identification Signs.

3.4 IMAGING

The application of graphics shall be done using various imaging techniques as required to satisfy the design intent.

3.4.1 LINE ART / SPOT COLOR APPLICATION

Line art and / or spot color shall be printed over background colors in perfect registration, with uniform edges, at a minimum output resolution of 1200 DPI.

Line weight thickness shall be printed at a minimum of 1/2 point and type shall be printed at a minimum size of 6 points. The supplier is responsible for the appropriate trapping where colors touch.

3.4.2 FOUR COLOR PROCESS

For panels up to nine square feet, four color process imaging shall be in perfect registration in a resolution of not less than 150 lines per inch (LPI). Please note: 150 LPI requires a minimum input resolution of 300 dots per inch (DPI) at full size, and a minimum output resolution of 2400 DPI. For panels greater than nine square feet, four color process imaging shall be in perfect registration in a resolution of not less than 100 LPI (200 DPI minimum input resolution and 1200 DPI minimum output resolution). If requested, supplier must be able to print at a maximum resolution of 300 LPI (600 DPI input resolution, and 3600 DPI output resolution) for panels which have a maximum dimension of 36 inches in either direction.

3.4.3 TECHNICAL PROFICIENCY

Supplier shall be proficient in the following imaging techniques and able to demonstrate capabilities to the customer: reproduction of photographs or original art by halftone, duotone, and four-color process, as well as special imaging techniques including hand painting, stencil brushing, spraying textures, and airbrushing.

3.5 SCREEN PRINTING PASTES

Screen printing pastes shall be milled to a 400-mesh particle size or smaller and shall have sufficient glass content to be acid-

resistant, corrosion proof, opaque, UV proof, and vandal resistant.

3.6 COLOR MATCHING

The supplier shall demonstrate proficiency in matching a wide range of colors as represented by color systems such as the Pantone Matching System (PMS), Matthews Paints, Toyo Inks, etc.

PART 4 - FABRICATION AND PROCESS

4.1 METAL APPROVALS

The supplier shall generate individual shop drawings from direction provided by the customer. Fabrication shall not commence until said shop drawings have been approved.

4.2 METAL FABRICATION

Steel substrates shall be machine fabricated in accordance with approved shop drawings and shall exhibit straight lines, square corners and/or smooth bends, and shall be free of twists, kinks, warps, dents, and other imperfections which may affect appearance or serviceability. Curved sections shall be formed to smooth and even radii.

4.3 FLATNESS

Finished panels shall have a maximum variation of 0.188 inch in a convex direction when measured perpendicular to the nominal plane of the panel face. Variation in the concave direction shall be limited to 0.094 inch from the actual plane of the panel face. These tolerances are for panels with a face area of 8 sq. ft. or less. Proportionately greater allowance will be permitted for panels of greater areas.

4.4 SQUARENESS

Panels of less than 8 square feet shall be square within 0.063 inch as measured across the diagonal and within 0.094 inch on panels over 8 square feet.

4.5 WELDING

Fusion welds must be free of porosity, inclusions, foreign matter, cracks and pinholes. Any wire or rod fillers used must match the chemical composition of the base metal. All welds shall be ground and sanded smooth to match the radius of the mechanical break. Refer to Porcelain Enamel Institute Technical Manual "PEI-201" section 7.

4.6 HOLES AND CUTOUTS

The cutting of any holes shall be made by mechanical equipment and shall be completed prior to applying the enamel coating. All machined edges shall be sufficiently ground to hold a porcelain coating.

4.7 FORMING

All forming shall be via mechanical equipment and shall be completed prior to the porcelain enamel coating.

4.8 METAL PREPARATION / CLEANING

4.8.1 DEGREASING

Prior to the enameling process, all parts shall be degreased by immersion in an approved degreasing fluid. Oil residues must be completely removed to ensure proper porcelain adhesion to the steel substrate.

4.8.2 RINSING

All parts must be adequately rinsed prior to the phosphate coating process.

4.8.3 COATING

Immediately after rinsing, all parts shall be immersed in a phosphate coating solution to avoid rusting of steel prior to and during the enameling process.

4.9 PORCELAIN ENAMELING

A porcelain enamel ground coat shall be applied to all areas of each unit, including backside and flanges, by spraying methods recognized by PEI and VEDC. At least one additional separately fired cover coating shall be applied to the face, sides, and flanges of each unit. For corrosion protection and flatness, one additional cover coating shall be applied to the backside of each panel.

4.10 FINISH

The cover coat shall not exhibit any breaks, gas bubbles, scumming, hairlines, stress lines or other surface defects when visually inspected.

4.11 FINISH AND BACKGROUND COLOR CONTROL

The color and finish shall match samples previously submitted by the supplier and approved by the customer within (2) NBS units (Note: a 1-2 NBS unit variation is barely perceptible to the human eye).

4.12 GROUND COAT AND COVER COAT THICKNESS

Ground coat and cover coat applications shall be applied in accordance with PEI recommendations to a thickness range between 0.004" to 0.020", as required by the supplier to suit the intended use.

4.13 FIRING

Panels shall be fired at temperatures above 1,400° Fahrenheit in a furnace specifically designed for porcelain enamel manufacturing. After firing, each panel shall be submitted to a visual inspection compared to the customer approved control sample for color consistency.

PART 5 – TRANSPORT AND DELIVERY

5.1 INSPECTION

Prior to crating, finished panels shall be inspected for blemishes, chips and flatness. Any panel not meeting the requirements of this specification shall be rejected and promptly replaced.

5.2 CLEANING

All panels shall be cleaned in advance of packaging and/or crating.

5.3 CRATING

All sign panels shall be packed in wooden crates that completely enclose them from exposure to the environment and/or equipment. The crates shall be lined with packing material to prevent movement of panels within the crates.

5.4 DELIVERY

The responsibility of shipping shall be established per the contract as agreed upon by the supplier and the customer.

5.5 FREIGHT CLAIMS

The receiver shall be responsible for reporting to the supplier any damage incurred during shipping and/or any freight claims within 48 hours of receipt.

5.6 MAINTENANCE

The supplier shall provide to the customer instruction documentation addressing the care, cleaning, and maintenance of materials for incorporation into maintenance manuals.

PART 6 – INSTALLATION

6.1. GENERAL

6.1.1 LOCATION

Sign(s) shall be located such that it will not be subject to damage from equipment or vehicles working at the project site. Exact location of the moveable signs shall be determined in the field as directed by the LASAN, but in general it shall be installed near the major work area and moved as work progresses.

A - One Ground Mount type sign shall be located near [*LASAN to add street/address location*].

B - Two Movable Mount type signs shall be located along [*LASAN to add street/address location*]

6.1.2 DETAILS

See Sign Installation Details, Figure 1, in the specifications for additional requirements.

6.1.3 SCHEDULE

The signs shall be placed into position as a part of the work of mobilization (see LASAN specification Section XXXXX).

6.1.4 REMOVAL

Temporary signs shall be removed from the site within 30 days of completion of project.

PART 7 – MAINTENANCE

7.1 GENERAL

Project sign shall be maintained in good condition by the Contractor at all times during the entire construction period. In case of damage to the sign from any cause, including environmental conditions and fading, the Contractor shall repair, re-erect, repaint, and/or install a new sign, as required. All such repair or maintenance shall be completed promptly within five days of any such damage to the complete satisfaction of the LASAN.

Figure C-1 – Sample of a Sign Installation Standard Plate

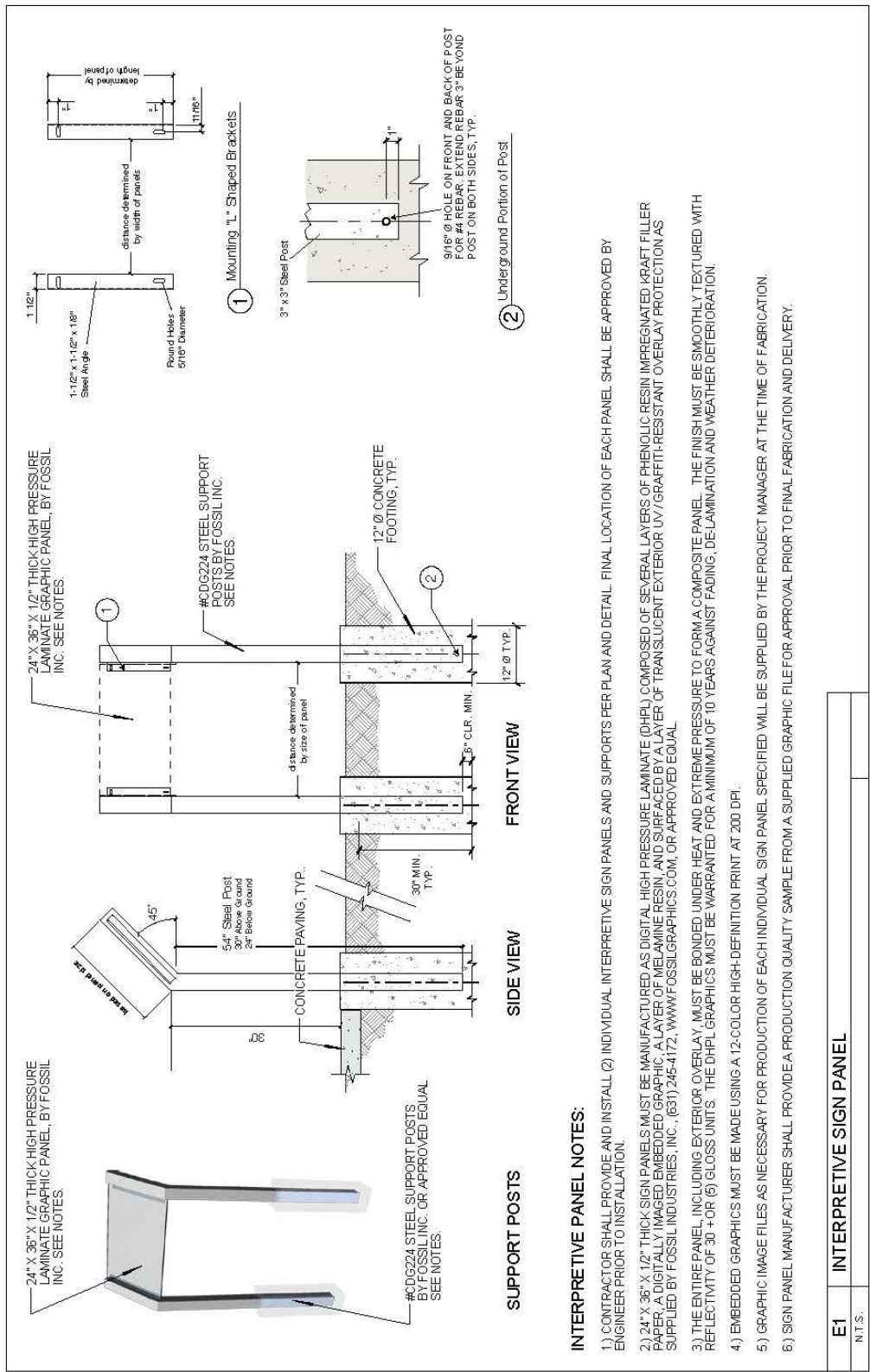


Figure C-2 – LA City SCWP Sign Element Standards

Sign Element Colors



Pantone 7688
R51 G156 B212
#339cd4



Pantone 317
R179 G227 B 245
#b3e3f5



Pantone 367
R149 G203 B105
#95cb69



Pantone 425
R89 G90 B92
#595a5c



PMS Process Black C
R35 G31 B32
231f20

Typography

The standard typeface is Helvetica Neue, Myriad Pro Bold, and Futura Bold.
Characters are shown below for visual reference

Helvetica Neue Medium

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Myriad Pro Bold

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Futura Bold

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Symbols



Wave

Primary Logos



City Seal



LA Sanitation Logo



Safe Clean Water Program Logo



As a covered entity under Title II of the American Disabilities Act, the City of Los Angeles does not discriminate and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities.

En relación con el Artículo II del Acto de Americanos con Incapacidades, la Ciudad de Los Angeles no discrimina en base de incapacidad física, y si usted lo pide, la Ciudad proveerá en un nivel razonable, igual acceso a sus programas, servicios y actividades.