REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: September 29, 2022 CAO File No. 0640-01399-0123

Council File No. 22-0847-S1

Council District: All

To: Mayor

Council

From: Matthew W. Szabo, City Administrative Officer

Reference: 2022-23 Second Construction Projects Report

Subject: 2022-23 – Second Construction Projects Report - Addendum

SUMMARY

On September 14, 2022, this Office released the 2022-23 Second Construction Projects Report (CPR) that provides updates for major capital projects and associated financial transactions (C.F. 22-0847-S1). This addendum is needed to address time-sensitive items that were identified subsequent to the release of the Second CPR.

The report recommendations reflect the needed authorities to provide sufficient cash flow for scheduled acquisition or construction activities, offset funding shortfalls or other implementing authorities needed to complete the respective projects utilizing various capital funds that includes: Capital and Technology Improvement Expenditure Program (CTIEP) funds, Special Fund monies, grant awards, and Municipal Improvement Corporation of Los Angeles (MICLA).

RECOMMENDATIONS

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

- 1. Authorize the Controller to transfer \$1,425,608 between departments and funds as specified in Attachment 1;
- 2. Authorize the Controller to transfer \$612,000 between accounts within departments and funds as specified in Attachment 2;
- 3. Authorize the CAO to make technical corrections, as necessary, to the transactions authorized through this report, as required to implement the intent of those transactions;
- 4. In accordance with Recommendation Nos. 1 and 3 authorize the Controller to reimburse the General Fund with Municipal Improvement Corporation of Los Angeles (MICLA), upon City Administrative Officer (CAO) approval and receipt of requesting departments' labor services, construction materials, and supplies invoices for completed work, including the departments' labor services documentation that must contain an hourly breakdown with task codes detailing the completed MICLA eligible work, relative to the respective departmental accounts designated for the following projects:

Old Fire Station 39/Operations Valley Bureau (Item B)

Los Angeles Department of Water and Power's Stormwater Capture Parks Program (Item C)

5. Authorize the Board of Public Works, on behalf of the Bureau of Engineering, to transfer and appropriate funds of any amount up to the balance within the Engineering Special Services Fund, Fund No. 682, Department 50, Account No. 50SVEI, Stormwater Capture Park Program to the Bureau of Engineering, Fund No. 100, Department No. 78, Account No. 001010 Salaries General and Account No. 001090 Overtime General for 2022-23 salaries and overtime expenditures, respectively, and to Revenue Source Code 5361 Related Costs Reimbursements – Others for overtime and related costs reimbursements, subject to receipt of appropriate documentation from the Bureau of Engineering;

Feasibility Study for 728 South Cochran Avenue (Item D)

6. Rescind approval of the Controller's Instructions included as part of the 2022-23 Construction Projects Report, for Recommendation No. 1, Item W, and authorize the Controller to implement the following replacement instructions:

From:

Fund No. / Dept.	Account	Amount
687/14, Council District 5 General	14J001	\$40,000

To:

Fund No. / Dept.	Account	Amount
100/10, City Administrative Officer	003040	\$40,000
•	Contractual Service	es

Council Reauthorization of 2022-23 MICLA Fleet and Capital Equipment (Item F)

7. Reauthorization of \$1.28 million in MICLA financing included in the 2022-23 Adopted Budget for the purchase of five satellite side-loader vehicles for utilization by the Livability Services Division's Receptacle Program.

FISCAL IMPACT STATEMENT

Transfers, appropriations, and expenditure authority totaling \$2.04 million are recommended in this report. Of this amount, \$757,000 is for transfers, appropriations, and expenditure authority for the Bureau of Engineering, \$660,000 for the General Services Department, \$200,000 for Information Technology Agency, and \$423,000 is for other City funds. All transfers and appropriations are based on existing funds, reimbursements, or revenues. There is no immediate General Fund impact for operations and maintenance costs as a result of these recommendations (Attachment No. 3).

DEBT IMPACT STATEMENT

The issuance of Municipal Improvement Corporation of Los Angeles (MICLA) debt is a General Fund obligation. The issuance of MICLA for the Bureau of Sanitation's Automated Litter Bin Deployment Vehicles approved in the 2022-23 Adopted Budget would cause the City to borrow \$1,280,000 at an approximate 5.5 percent interest rate over 10 years. The total estimated debt service for the capital equipment acquisition is \$1,700,000, including interest of approximately \$420,000. During the life of the bonds, the estimated average annual debt service is \$170,000 over 10 years.

Actual interest rates may differ as rates are dependent on market conditions at the time of issuance. We cannot fully predict what interest rates will be in the future. In accordance with the City's Debt Management Policy, the City has an established debt ceiling to guide in evaluating the affordability for future debt. The debt ceiling for non-voted direct debt as a percentage of General Fund revenues is 6.0 percent. The 2022-23 Adopted Budget non voter-approved debt ratio is 2.97 percent. The issuance of debt for this capital equipment will not cause the City to exceed the six percent non voter-approved debt limit.

FINANCIAL POLICIES STATEMENT

The actions recommended in this report comply with the City's Financial Policies.

DISCUSSION

A. Bureau of Engineering (BOE) – Bridge Improvement Program (BIP)
Bridge Strategic Plan
Attachment No. 2
Recommendation No. 2

Authority is recommended to repurpose and transfer \$600,000 in BIP contingency funds to a dedicated project account within the CTIEP Fund to offset a funding shortfall for consultant services that would be utilized to develop a Strategic Plan for City bridges. The resulting Plan would include a prioritization methodology for addressing ongoing maintenance and capital repair needs, which would in turn enable the City to pursue leveraging of federal and state infrastructure funding to address the most critical bridge repair needs. BOE's final negotiated consultant fee of \$1 million (and an additional \$50,000 held as contingency) exceeds available funding totaling \$450,000, which is comprised of \$200,000 in SB1 funds (C.F. 21-1028-S2) and \$250,000 in Measure M (C.F. 22-0600). The \$550,000 in BIP contingency funds that are recommended to offset this shortfall would otherwise be used to fund City staff costs that are ineligible for reimbursement from grant sources. The recommended repurposing would reduce capacity to provide City staff reimbursements during the first and second guarters of the current year. However, BOE anticipates sufficient grant reimbursements for the BIP will be received beginning in December 2022, which would be used to fund any unreimbursed staff costs for the current and preceding fiscal years. BOE anticipates completion of the Strategic Plan by June 2023. Council approval is required to repurpose and transfer the BIP contingency funds. O&M Fiscal Impact: There are no associated operations and maintenance costs as this is an administrative action.

BOE – Old Fire Station 39 - Operations Valley Bureau MICLA Attachment No. 1 Recommendation Nos. 1 and 4

A transfer of \$157,290 in MICLA funds to GSD's budgetary accounts is recommended to fund change orders for the Operations Valley Bureau project. The change orders are necessary in order to complete Phase 2 of the project for work associated with data and network installations, kitchen clean up, window treatment, and a cabinet cover for network equipment. The estimated completion date for this project is September 2022. Council approval is required to appropriate the funds to GSD's budgetary accounts. *O&M Fiscal Impact: There is no General Fund impact for the operations and maintenance as this is an existing facility.*

C. BOE – Los Angeles Department of Water and Power's Stormwater Capture Parks Program LADWP Funds Recommendation No. 5

Authority to transfer project funds from the Los Angeles Department of Water and Power (LADWP) that are deposited within the Engineering Special Services Fund, to fund the BOE staffing costs for 2022-23 subject to receipt of proper documentation. The goal of the Program is to alleviate local flooding, increase water supplies through stormwater capture, improve water quality downstream, and provide recreational, social, and economic benefits. The estimated completion date is September 2022. Council authority is required to appropriate the funds to the Bureau's budgetary account. O&M Fiscal Impact: The operation and maintenance costs will be addressed in a future agreement between the appropriate City departments.

D. City Administrative Officer - Feasibility Study for 728 South Cochran Avenue Council District 5, Real Property Fund Recommendation No. 6

Authority is recommended to retract and replace the Controller's instructions provided as part of the 2022-23 Second Construction Projects Report (Item No. W), with the correct instructions provided as part of this addendum. This adjustment is needed to designate the Council District 5 General Fund No. 687 as the correct funding source for hiring a consultant to assess the suitability of the City-owned property located at 728 South Cochran Avenue as an Affordable Housing Opportunity site. Council authority is needed to effectuate this adjustment. O&M Fiscal impact: There is no General Fund impact for operations and maintenance as this is an administrative action.

E. Council District 14 – Capital Projects AB 1290 Attachment No. 1 Recommendation No. 1

Authority is recommended to transfer \$17,085 in AB1290 monies to BOE's Special Fund to purchase outdoor patio furniture and install signage. These monies would be utilized for the purchase of outdoor patio furniture for El Sereno Senior Center (\$5,085) and to install signage at 6th Street and Gladys Avenue Park (\$12,000). Council approval is required to appropriate and transfer the funds to budgetary accounts. *O&M Fiscal Impact: There is no General Fund impact for operations and maintenance as this is an administrative action.*

F. Council Reauthorization: 2022-23 MICLA Fleet and Capital Equipment MICLA

Recommendation No. 7

In accordance with Council policies, all projects allocated MICLA financing as part of the 2022-23 Adopted Budget must be reauthorized by Council prior to expending MICLA commercial paper and/or bond proceeds. Approval to authorize a total of \$1,278,000 in MICLA financing is recommended for the Bureau of Sanitation (BOS) to purchase new equipment. Additional authority to appropriate funding within BOS' budgetary accounts is also recommended to enable the Department to purchase five satellite side loader trucks. Council approval is required to authorize MICLA financing for this purpose. *O&M Fiscal Impact: There is no General Fund impact for the operations and maintenance as this is an administrative action.*

G. El Pueblo - Italian Hall - Phase 1 CTIEP Attachment No. 1 Recommendation No. 1

Authority to transfer an additional \$40,250 in CTIEP funds budgeted for the El Pueblo annual capital repair program to GSD's budgetary accounts is recommended to provide the balance of funding required to complete structural repairs to the facility that was damaged by a car collision. Based on GSD's estimate for initial repairs, a transfer of \$45,439 is recommended as part of the 2022-23 Second Construction Projects Report (Item No. Z). The additional transfer of \$40,250 recommended as part of this addendum would provide the balance of funding needed to complete the repairs, estimated at a total cost of \$85,689. Council approval is required to appropriate funds to GSD's budgetary account. *O&M Fiscal Impact: There is no anticipated General Fund impact as this is an existing facility.*

H. General Services Department (GSD) – Westchester Municipal Parking Lot Security Improvements CTIEP Attachment No. 1

Recommendation No. 1

A transfer of \$73,977 in CTIEP funds to GSD's budgetary accounts is recommended to provide security improvements for the Westchester Municipal Parking lot located at 7199 Manchester Boulevard in Council District 11. The scope of work includes fabrication and installation of swing gates around parking lot to ensure safe operation and add a higher level of enhanced security measures for staff and visiting members of the public utilizing the parking lot. Estimated completion date for this project is December 2022. Council approval is required to appropriate the funds to GSD's budgetary accounts. *O&M Fiscal Impact: There is no General Fund impact for the operations and maintenance as this is an existing facility.*

I. GSD – Old Fire Station No. 54 Nuisance Abatement CTIEP Attachment No. 1 Recommendation No. 1

A transfer of \$5,254 in CTIEP funds to GSD's budgetary accounts is recommended to address existing nuisance conditions for the old Fire Station No. 54 located at 5730 Crenshaw Boulevard in Council District 8. The scope of work includes removal and disposal of trash and other clean-up activities. The estimated completion date for this project is October 2022. Council approval is required to appropriate the funds to GSD's budgetary accounts. O&M Fiscal Impact: There is no General Fund impact for the operations and maintenance as this is an existing facility.

J. GSD – Lincoln Heights Field Office Improvements CTIEP Attachment No. 1

Recommendation No. 1

Authority is recommended to appropriate \$569,000 in CTIEP funds to GSD's budgetary accounts to repair and renovate the Lincoln Heights Field Office in Council District 14. Funding is available using monies budged for this purpose. The scope of work includes structural repairs to the roof and HVAC system, office remodeling, security upgrades, parking lot resurfacing, signage, and painting. The estimated completion date for this project is June 2023. Council approval is required to appropriate the funds to GSD's budgetary accounts. O&M Fiscal Impact: There is no General Fund impact for the operations and maintenance as this is an existing facility.

K. GSD – City Hall Security Upgrades – Bike Rack and Fencing Apparatus CTIEP

Attachment No. 2 Recommendation No. 2

Authority is recommended to appropriate \$12,000 in CTIEP funds to a dedicated account within the same Fund to address security improvements intended to deter vandalism and to support crowd control mitigation measures. The funding will be utilized to purchase and install bike rack and fencing apparatus and deter more costly repairs for issues occurring after business hours and on the weekend. Completion of the installation is anticipated by the third quarter of the current fiscal year. Council approval is required to appropriate these funds. O&M Fiscal Impact: There are no additional operational and maintenance costs associated with this project as this is an existing facility and the mitigation measures are intended to reduce current annual costs of repairs.

Information Technology Agency (ITA) – Michelle and Barack Obama Recreation Center Proposition K Attachment No. 1

Recommendation No. 1

Authority to transfer \$200,000 in Proposition K funds to the Information Technology Agency's (ITA) budgetary account is recommended to fund ongoing improvements at the Michelle and Barack Obama Recreation Center. ITA has incurred \$340,000 for work incurred on the project to date for data, telephone, and audio/video infrastructure and equipment and to facilitate the commissioning of building systems, connections to the fire life safety systems, and project construction. Council authorized prior appropriations and transfers totaling \$325,000 (C.F. Nos. 21-1252; 21-1028-S1), consisting of Sites and Facilities funds (\$145,000) and MICLA authority (\$180,000). However, a portion of these funds were lost due to year-end reversions, which may need to be corrected through a subsequent action due to eligibility restrictions. The recommended transfer as part of this CPR addendum will fully reimburse ITA for project expenses incurred to date. The anticipated completion of this project is January 2023. Council approval is required to appropriate and transfer the funds to ITA's budgetary accounts. O&M Fiscal Impact: There is no General Fund impact for operations and maintenance as this is an existing facility.

M. Yards and Shops – Capital Equipment CTIEP Attachment No. 2 Recommendation No. 2

Authority is recommended to transfer \$362,752 in CTIEP monies to dedicated project accounts within the same Fund to purchase capital equipment that supports yards and shops operations, for the purposes outlined in the table below:

Department	Project	Description		Amount
BSL	Security System	Installation of security system at BSL yards and shop facility located at 4550 Santa Monica Boulevard, to deter theft and loss of equipment.		31,832
LAFD Diesel Particulate Filter Cleaning Machine		Preventative maintenance to optimize engine performance and environmental compliance.		47,000

Department	Department Project Description		Amount
GSD	Heliport Maintenance Equipment		
GSD	Pro Link Ultra Master Kit	New diagnostic tool for Hyperion Shop for heavy duty trucks.	12,000
GSD Aerial Work Platform Soils Extraction System Welding Equipment Milling Machine		Equipment to reach high places when performing maintenance such as replacing light bulbs inside facilities where a scissor lift cannot reach.	15,000
		Replace current 25-year old system to optimize soil quality control.	55,000
		One hydraulic saw, one Miller Dynasty 400 w/Tungsten Arc Welding, one Multi Process Welding Machine, and one tube bender for 7th Street Welding Shop and North Hollywood Welding Shop.	76,000
		Tool for fabricating parts for gate and apparatus door repairs.	38,000
GSD	Solvent Concentrator	Replace current 22-year old concentrator to optimize water bath heater functions by reducing the sample processing time by half.	45,000
LAFD	Diesel Particulate Filter Cleaning Machine	Preventative maintenance to optimize engine performance and environmental compliance.	47,000
	\$ 362,752		

All equipment funded through this capital program will be purchased by the third quarter of the current fiscal year, with any savings or residual funds to be reprogrammed to address other critical needs as this program is highly oversubscribed. Council approval is required to transfer funding to dedicated accounts within the CTIEP. *O&M Fiscal Impact: There is no anticipated General Fund impact as this is an existing facility.*

LaTanya Roux
By: LaTanya Roux
Management Assistant

City Administrative Officer	APPROVED:
	City Administrative Officer

Attachments

ATTACHMENT 1 SECOND CONSTRUCTION PROJECTS REPORT ADDENDUM FY 2022-23 BUDGET ADJUSTMENTS TRANSFERS BETWEEN DEPARTMENTS AND FUNDS

TRANSFER FROM TRANSFER TO

ITEM DEPARTMENT/PROJECT	FUND/ACCOUNT	AMOUNT	FUND/ACCOUNT	AMOUNT
B Bureau of Engineering Old Fire Station 39 - Operations Valley Bureau	Fund 298/50, MICLA 500VB, Operations Valley Bureau Facilities Package	\$ 157,290.00	Fund 100/40, General Services Department 001014, Salaries Construction 001101, Hiring Hall Construction 001121, Benefits Hiring Hall Construction 003180, Construction Materials	\$ 15,000.0 40,000.0 20,000.0 82,290.0 \$ 157,290.0
E Council District 14 - Capital Projects AB 1290	Fund 53P/28, State AB 1290 City Fund 281214, CD 14 Redevelopment Fund	\$ 17,085.07	Fund 302/89, Recreation and Parks - Special Funds 89706H, Senior Citizen Service Providers	\$ 5,085.0
			Fund 302/89, Recreation and Parks - Special Funds 89270K, General Capital	\$ 12,000.0
G El Pueblo Italian Hall - Phase 1	Fund 100/54, CTIEP 00W798, Capital Program-El Pueblo	\$ 40,250.00	Fund 100/40, General Services Department 001014, Salaries Construction 003180, Construction Materials	\$ 22,738.0 17,512.0 \$ 40,250.0
H General Services Department Westchester Municipal Parking Lot Security Improvements	Fund 100/54, CTIEP 00W618, Civic and Community Facilities	\$ 73,977.00	Fund 100/40, General Services Department 001101, Hiring Hall Construction 001121, Benefits Hiring Hall Construction 003180, Construction Materials	\$ 10,864.0 3,599.0 59,514.0 \$ 73,977.0
I General Services Department Old Fire Station No. 54 Nuisance Abatement	Fund 100/54, CTIEP 00W618, Civic and Community Facilities	\$ 5,254.00	Fund 100/40, General Services Department 001014, Salaries Construction 003180, Construction Materials	\$ 3,804.0 1,450.0 \$ 5,254.0
J General Services Department Lincoln Heights Field Office Improvements	Fund 100/54, CTIEP 00V859, Lincoln Heights Field Office 00W618, Civic and Community Facilities	\$ 469,000.00 100,000.00 \$ 569,000.00	Fund 100/40, General Services Department 001014, Salaries Construction 001101, Hiring Hall Construction 001121, Benefits Hiring Hall Construction 003180, Construction Materials	\$ 33,114.0 198,685.0 99,343.0 227,858.0 \$ 569,000.0
L Information Technology Agency Michelle and Barack Obama Recreation Center	Fund 43K/10, Proposition K Projects Fund 10C132, Information Technology Agenda 10H132, Information Technology Agency 10J132, Information Technology Agency 10K132, Information Technology Agency 10L132, Information Technology Agency 10M132, Information Technology Agency	\$ 29,200.00 50,000.00 31,403.00 50,000.00 32,506.00 6,891.00 Subtotal \$ 200,000.00	Fund 100/32, Information Technology Agency 009350, ITA (Comm. Services)	\$ 200,000.0
M Yards and Shops Capital Equipment	Fund 100/54, CTIEP 00W213, Yards and Shops - Capital Equipment 00W046, Maintenance & Improvement	\$ 250,000.00 \$ 112,752.00	Fund 100/84, Bureau of Street Lighting 003040, Contractual Services	\$ 31,832.0
		\$ 362,752.00	Fund 100/40, General Services Department TBD, Heliport Maintenance Equipment TBD, Pro Link Ultra Master Kit TBD, Aerial Work Platform TBD, Soils Extraction System TBD, Welding Equipment TBD, Milling Machine TBD, Solvent Concentrator	\$ 42,920.0 12,000.0 15,000.0 55,000.0 76,000.0 45,000.0
			Fund 100/38, Los Angeles Fire Department TBD, Diesel Particulate Filter Cleaning Machine	\$ 47,000.0 Subtotal \$ 362,752.0
TOTAL ALL DEPARTMENTS AND FUNDS		\$ 1,425,608.07		\$ 1,425,608.0

ATTACHMENT 2 SECOND CONSTRUCTION PROJECTS REPORT ADDENDUM FY 2022-23 BUDGET ADJUSTMENTS TRANSFERS BETWEEN ACCOUNTS WITHIN DEPARTMENTS AND FUNDS

Т	RANSFER FROM	TRANSFER TO

ITEM	DEPARTMENT/PROJECT	FUND/ACCOUNT	Δ	MOUNT	FUND/ACCOUNT	AMOUNT
A	Bureau of Engineering Bridge Improvement Program (BIP) - Bridge Strategic Plan	Fund 100/54, CTIEP 00W809, BIP Program Contingency	\$	600,000.00	<u>Fund 100/54, CTIEP</u> TBD, Bridge Strategic Plan	\$ 600,000.00
K	General Services Department City Hall Security Upgrades - Bike Rack and Fencing Apparatus	Fund 100/54, CTIEP 00W618, Civic and Community Facilities	\$	12,000.00	Fund 100/54, CTIEP TBD, CH Bike Rack & Fencing Apparatus	\$ 12,000.00
	TOTAL ALL DEPARTMENTS AND FUNDS		\$	612,000.00		\$ 612,000.00

ATTACHMENT 4 SECOND CONSTRUCTION PROJECTS REPORT ADDENDUM FY 2022-23 OPERATIONS AND MAINTENANCE (O&M) COSTS

2022-23

		Page, Attach, and Rec Nos.	Second CPR Addendum	Annual O&M Costs	Completion Month/Year	Comments
	CONSTRUCTION PROJECTS SECTION					
Α	Bridge Improvement Program	Pg 4, A2, Rec 2	\$ 600,000.00	-	June 2023	There is no General Fund impact for operations and maintenance as this is an administrative action.
В	Old Fire Station 39 - Operations Valley Bureau	Pg 4, A1, Recs 1 and 4	\$ 157,290.00	-	September 2023	There is no General Fund impact for operations and maintenance as this is an existing facility.
С	Los Angeles Department of Water and Power's Stormwater Capture Parks Program	Pg 5, Rec 5	\$ 2,157,790.00	-	September 2022	The operation and maintenance costs will be addressed in a future agreement between the appropriate City departments.
D	Feasibility Study for 728 South Cochran Avenue	Pg 5, Rec 6	\$ 40,000.00		TBD	There is no General Fund impact for operations and maintenance as this is an administrative action.
Е	Council District 14 - Capital Projects	Pg 5, A1, Rec 1	\$ 17,085.00		TBD	There is no General Fund impact for operations and maintenance as this is an administrative action.
F	2022-23 MICLA Fleet and Capital Equipment	Pg 6, Rec 7	\$ 1,278,000.00	-	TBD	There is no General Fund impact for operations and maintenance as this is an administrative action.
G	Italian Hall - Phase 1	Pg 6, A1, Rec 1	\$ 40,250.00		TBD	There is no General Fund impact for operations and maintenance as this is an existing facility.
Н	Westchester Municipal Parking Lot Security Improvements	Pg 6, A1, Rec 1	\$ 73,977.00		December 2022	There is no General Fund impact for operations and maintenance as this is an existing facility.
I	Old Fire Station No. 54 - Nuisance Abatement	Pg 7, A1, Rec 1	\$ 5,254.00		October 2022	There is no General Fund impact for operations and maintenance as this is an existing facility.
J	Lincoln Heights Field Office Improvements	Pg 7, A1, Rec 1	\$ 569,000.00		June 2023	There is no General Fund impact for operations and maintenance as this is an existing facility.
К	City Hall Security Upgraes - Bike Rack and Fencing Apparatus	Pg 7, A2, Rec 2	\$ 12,000.00		TBD	There is no General Fund impact as there are no additional operational and maintenance costs associated with this project. This is an existing facility and the mitigation measures are intended to reduce current annual costs of repairs.
L	Michelle and Barack Obama Recreation Center	Pg 8, A1, Rec 1	\$ 200,000.00		January 2023	There is no General Fund impact for operations and maintenance as this is an existing facility.
М	Yards and Shops - Capital Equipment	Pg 8-9, A2, Rec 2	\$ 362,752.00		March 2023	There is no General Fund impact for operations and maintenance as this is an existing facility.

TOTAL \$ 5,513,398.00 \$ -