



County of Los Angeles
**CHIEF EXECUTIVE OFFICE
OPERATIONS CLUSTER**

SACHI A. HAMAI
Interim Chief Executive Officer

DATE: February 26, 2015
TIME: 1:00 p.m.
LOCATION: Kenneth Hahn Hall of Administration, Room 830

AGENDA

Members of the Public may address the Operations Cluster on any agenda item by submitting a written request prior to the meeting.
Three (3) minutes are allowed for each item.

1. Call to order – Gevork Simdjian
 - A) **Board Letter – AGREEMENTS FOR TEMPORARY CONTRACT SERVICES – BOS - Patrick Ogawa or designee(s)**
 - B) **Board Letter – OPEX SOLE SOURCE EXTENSION – TTC - Joseph Kelly or designee(s)**
 - C) **Board Letter – APPROVE AMENDMENT NUMBER SIX TO INCREASE CONTRACT SUM ON CONTRACT NUMBER 75002 WITH KOFILE PRESERVATION, INC. FOR RESTORATION AND REPAIR OF COUNTY RECORDS INDEX BOOKS –RR/CC – Dean Logan or designee(s)**
 - D) **Board Letter – FUNDING AGREEMENT WITH MUSIC CENTER FOUNDATION FOR ENVIRONMENTAL DOCUMENTATION AND DESIGN SERVICES FOR MUSIC CENTER PLAZA REFURBISHMENT APPROVE APPROPRIATION ADJUSTMENT – CEO – Peter Burgis**
2. Public Comment
3. Adjournment

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX (213) 620-0636

PATRICK OGAWA
ACTING EXECUTIVE OFFICER

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

DON KNABE

MICHAEL D. ANTONOVICH

March 10, 2015

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

Dear Supervisors:

AGREEMENTS FOR TEMPORARY CONTRACT SERVICES (All Districts) (3-Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize the Acting Executive Officer, to execute contracts with JM Temporary Services, Good People Employment Services, Staffmark, and Helpmates Staffing Services for temporary personnel services beginning April 15, 2015 through April 14, 2020, with the option to renew the contracts for up to two (2) one-year terms, and two (2) six month terms.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The current temporary personnel services contracts expire April 14, 2015. The purpose of the recommendation is to make available temporary personnel to assist the Supervisorial Offices, the Executive Office and client County departments that request clerical or support services from the Executive Office in situations where the utilization of permanent County employees is not possible or is impractical.

The Executive Office currently administers contracts to utilize temporary personnel for critical work assignments within the Supervisorial Offices, the Executive Office and client departments. The types of positions utilized are typically Account Clerks,

Administrative Analysts, Receptionist/Typist Clerks, Senior Typist Clerks, Secretaries, and other comparable positions.

These positions are used by departments for a variety of reasons including coverage during temporary absences, emergencies, and to meet peak workload demands.

IMPLEMENTATION OF STRATEGIC PLAN GOALS:

Approval of the recommendations is consistent with the County's Strategic Goal No. 1, Operational Effectiveness/Fiscal Sustainability by providing quality, timely, and cost-efficient temporary personnel services to the Board of Supervisors and client departments during peak work periods and/or in the approved absence of permanent staff.

FISCAL IMPACT/FINANCING:

The temporary personnel contracts do not require additional Net County Cost. The Executive Office and client departments will absorb these costs with existing funding, which is estimated at \$2.8 million.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The County is authorized under California Government Code Section 31000.4 to obtain temporary help to assist the County during any peak load, temporary absence, or emergency other than a labor dispute. Use of temporary help under this Government Code Section is limited to a period not to exceed ninety (90) days for any single peak load, temporary absence, or emergency situation.

The Board of Supervisors Department's temporary contracts are currently utilized by the following client departments: Agricultural Commissioner/Weights & Measures, Auditor–Controller, Animal Care and Control, Chief Executive Office, Chief Information Office, Department of Consumer Affairs, County Counsel, Department of Human Resources, Regional Planning, and Department of Mental Health. The number of client departments may vary due changes in the demand for temporary employees and/or reaching the recommended aggregate contract dollar threshold.

As in the past, we recommend that contracts are awarded to more than one agency. Our years of experience in administering temporary contracts indicates there is a benefit in having more than one firm to provide services, primarily because (1) orders can be filled quickly, especially when the order involves several contract workers, (2) a single agency may not be able to meet all of our needs, and (3) there is always an alternate

FACTS AND PROVISIONS/LEGAL REQUIREMENTS (CONT'D):

source available should one agency experience any problem in complying with the terms of the contract.

The contracts with the agencies have set hourly bill rates for the various positions as individually bid by each agency. These positions and billing rates are shown in Exhibit 11 of each contract.

Consistent with Board policy, the Director of Personnel reports that departments are required to identify positions on the reemployment list whose job skills match those required by the County before a contract temporary position is retained. The Agreements will not be utilized to replace County employees impacted by program curtailments. Each affected Department will continue to work closely with employee unions on these issues.

Additionally, each of the contracts contain a provision (section 8.10) which requires the contractor to give first consideration for any temporary employment openings to qualified permanent employees who are targeted for layoff or qualified former County employees who are on the reemployment list during the life of the Agreements. We will work with the Director of Personnel and each contractor to ensure that all employees who have been laid off are given the opportunity to apply at each agency.

On April 18, 2014, a copy of the Request for Proposals (RFP) for these temporary personnel services contracts was emailed to Local 721. The union did not choose to meet to discuss the RFP at that time. Draft copies of the final Agreements have been approved by County Counsel and discussed with staff of the Chief Executive Office.

CONTRACTING PROCESS:

On April 21, 2014, we posted an RFP on the County of Los Angeles Internal Services Division's web site. The Department received a total of seven (7) proposals. The evaluation committee consisted of staff from the Executive Office and other Los Angeles County departments, evaluated each of the seven proposals submitted, and the Board of Supervisors Fiscal Services Division evaluated each proposer's financial statements. The evaluation criteria were based hourly bill rates, the availability of qualified temporary personnel, experience, format, references, financial stability and benefits. In addition, oral interviews were conducted with the proposers.

The four (4) agencies that were selected are JM Temporary Services, Good People Employment Services, Staffmark, and Helpmates Staffing Services. These agencies offer a large pool of qualified candidates, competitive hourly rates, a strong management team, and can provide qualified temporary staff to the County of Los Angeles.

The Honorable Board of Supervisors
March 10, 2015
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IMPACT ON CURRENT SERVICES:

Contracts are necessary in order to complete critical work assignments impacting the Board Offices and various operations within the Executive Office, as well as client departments.

CONCLUSION:

The temporary contract services program provides a viable option for this department and our client departments where the utilization of regular County employees is not feasible or is impractical. Continuation of this program is critical to our needs as well as those of our client departments.

Respectfully submitted,

Patrick Ogawa
Acting Executive Officer

PO:dl

Attachments

c: Chief Executive Officer
County Counsel
Human Resources
Auditor-Controller
Service Employees International Union (Local 721)



COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR



JOSEPH KELLY
TREASURER AND TAX COLLECTOR

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 437
LOS ANGELES, CALIFORNIA 90012
TELEPHONE: (213) 974-2101 FAX: (213) 626-1812

HOME PAGE
TTC.LACOUNTY.GOV

PROPERTY TAX PORTAL
LACOUNTYPROPERTYTAX.COM

March 17, 2015

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

DRAFT

Dear Supervisors:

**RECOMMENDATION TO APPROVE AMENDMENT NUMBER TWO
TO CONTRACT NUMBER 76070 WITH OPEX CORPORATION
FOR CONTINUED MAINTENANCE AND SUPPORT SERVICES
FOR MAIL PROCESSING EQUIPMENT
(ALL DISTRICTS - 3 VOTES)**

SUBJECT

The Treasurer and Tax Collector (TTC) is recommending approval of Amendment Number Two to Contract Number 76070 (Contract) with OPEX Corporation (OPEX) to extend the current term of the Maintenance and Support Services contract for mail processing equipment through January 31, 2017, with two optional one-year renewals for a total of four years.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Mayor to sign the attached sole source Amendment Number Two to Contract Number 76070 with OPEX to extend the Contract through January 31, 2017, with two optional one-year renewals for a total of four years for the continued Maintenance and Support Services for the County-owned mail processing equipment for the TTC, with a maximum contract amendment sum through the initial two-year extension period not to exceed \$291,209, commencing on April 3, 2015, or the date of the Board of Supervisors' (Board) approval, whichever is later.
2. Delegate authority to the Treasurer and Tax Collector or his designee to execute amendments to the Contract that: (a) extend the term of the Contract for each of the two optional one-year renewals provided in the Contract, and (b) make necessary modifications to the Contract in connection with each such extension.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The TTC is the centralized remittance processor for the County and certain affiliated agencies (e.g., Superior Court). In this capacity, the TTC processes over 8 million remittances annually valued at \$14.5 billion. The TTC utilizes three interdependent components to provide maintenance, support, and professional services for the Remittance Processing, Document Management, and Automated Cashiering Systems (System). These components are provided and maintained through agreements with Wausau Financial Systems, Inc. (Wausau), CORE Business Technologies (CORE), and OPEX.

The TTC intended to release a competitive solicitation for a replacement system in 2007. The Department hired a consultant to analyze the System, review its existing functionality, compare it to other systems in the marketplace, and develop options and requirements for a potential System replacement. The consultant noted that some components of the System (at that time) were nearing the end of their useful lives and would need to be upgraded. The TTC, in conjunction with the consultant, developed a projected system replacement cost of \$8 million to \$10 million. As funding for a complete system replacement was not available at that time, it was determined that an upgrade would be the most cost-effective means of bringing the System into compliance and to maintain functionality. These upgrades were completed in 2009 at a cost of approximately \$1.2 million.

In planning for the future replacement of the System, the TTC requested the establishment of a Designation Fund in our Fiscal Year (FY) 2008-09 proposed budget. However, the Chief Executive Office (CEO) denied that request due to the economic downturn and the overall state of the County's budget. Subsequently, the TTC's budget was cut significantly (over 30 percent), and no funds were available to set aside for a replacement system.

In September 2012, the TTC was notified by Wausau that several key components were reaching the end of their useful lives and an upgrade was required. Due to the interdependency of the components, the TTC discussed the need for upgrades with CORE and OPEX and determined that a complete upgrade, estimated at approximately \$2 million, was necessary to maintain functionality. Although the County's financial situation had begun to stabilize, funding for a total system replacement was not available and pursuing the upgrade was determined to be the best option.

The agreements with Wausau, CORE, and OPEX were previously on separate timelines with different expiration dates. On July 30, 2013, the TTC notified the Board of its intent to negotiate sole source agreements with these three vendors for the

purpose of aligning the extensions of the three agreements, upgrading the systems, and providing the time necessary to conduct a competitive solicitation. Concurrently, as the economy improved, the TTC worked with the CEO to establish an ongoing Designation Fund for a total system replacement. The Designation Fund was to be funded over a three-year period beginning with the TTC's FY 2012-13 year-end fund balance. The Designation Fund has a current balance of \$5.6 million, and the balance of the projected \$8 million cost is expected to be funded over the next several fiscal years.

OPEX maintains the County-owned mail processing equipment that serves as the mechanical backbone of the Remittance Processing and Document Management System. The TTC has utilized its four year renewal options with OPEX under the existing sole source Contract and is seeking a term extension. The recommended action will extend the term through January 31, 2017, and include two optional one-year renewals for a total of four years.

In 2013 the TTC obtained the approval of the Board for the extensions of the agreements with Wausau and CORE, and the extension of the OPEX contract was discussed as the final component to align all three agreement expiration dates to January 2019. The extensions, along with the Wausau and CORE upgrades, will ensure the viability and functionality of the current systems, allow the time necessary to evaluate all replacement options, and provide the time necessary to set aside the necessary financial resources. To this end, a competitive solicitation for a replacement of the entire integrated system will be released in 2016.

Implementation of Strategic Plan Goals

The Maintenance and Support Services of the County-owned equipment provided by the Contract amendment is in accordance with the TTC's approved Business Automation Plan. Successful performance and support of the System will also meet the County's Strategic Plan Goal of Operational Effectiveness (Goal1).

FISCAL IMPACT/FINANCING

The maximum contract amendment sum of \$291,209 includes \$82,000 for year one and \$102,209 for year two. Additionally, \$107,000 will be allocated for available funds for Change Notices throughout the extension periods. Year one funding has been included in the proposed FY 2015-16 Budget for the continuation of equipment maintenance and repair services. Funding will be included in the TTC's budget requests for subsequent FYs for Maintenance and Support Services.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On December 19, 2006, your Board approved a four-year sole source agreement with authorization for the TTC to enter into three optional one-year renewals with Wausau for the Maintenance and Support Services of the System. The Wausau System utilizes OPEX equipment to process mail and other documents. Wausau is not authorized to maintain OPEX equipment and therefore, a separate agreement with OPEX for equipment maintenance was necessary.

Consequently, on April 3, 2007, your Board approved a four-year sole source contract with OPEX for Maintenance and Support Services. The TTC has utilized all four-year renewal options under the existing contract and is recommending a term extension with OPEX as part of the implementation plan previously discussed.

The recommended Amendment (Attachment I) contains new required provisions pertaining to compliance with the Cancellation of or Changes in Insurance and Time Off For Voting. Amendment Number Two has been reviewed and approved as to form by County Counsel.

In accordance with your Board's Policy Number 5.100, Sole Source Contracts, the Sole Source Checklist is attached as Attachment II. The Notice of Intent to negotiate sole source agreement extensions with Wausau, CORE, and OPEX was previously delivered to your Board on July 30, 2013.

The agreement contains all Board and legally required provisions.

This is not a Proposition A Contract due to the technical nature of the services provided and therefore, is not subject to the Living Wage Program (County Code Chapter 2.201).

IMPACT ON CURRENT SERVICES

There is no impact on current services. Approval of the Contract will ensure uninterrupted equipment Maintenance and Support Services for the County-owned equipment.

Honorable Board of Supervisors
March 17, 2015
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CONCLUSION

Instruct the Acting Executive Officer-Clerk of the Board to return two signed originals of the Amendment Number One and one adopted stamped Board letter to the TTC.

Respectfully submitted,

JOSEPH KELLY
Treasurer and Tax Collector

JK:KK:EVT:CA:lc
OPEX Amend No 2 Board Letter FINAL2-19-15 kk jk kag

Attachments

c: Interim Chief Executive Officer
County Counsel

SOLE SOURCE CHECKLIST

Amendment Number Two to the Mail Processing Equipment Contract
with OPEX Corporation

*Check (√)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS
	Identify applicable justification and provide documentation for each checked item.
√	➤ Only one bona fide source for the service exists; performance and price competition are not available.
	➤ Quick action is required (emergency situation).
	➤ Proposals have been solicited, but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
√	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
√	➤ It is in the best interest of the County e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
	➤ Other reason. Please explain:
<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">  _____ Chief Executive Office </div> <div style="text-align: center;">  _____ Date </div> </div>	



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

March 17, 2015

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

Dear Supervisors:

**APPROVE AMENDMENT NUMBER SIX TO INCREASE CONTRACT SUM
ON CONTRACT NUMBER 75002 WITH KOFIL PRESERVATION, INC. FOR
RESTORATION AND REPAIR OF COUNTY RECORDS INDEX BOOKS
(ALL DISTRICTS) (3 VOTES)**

SUBJECT:

Request approval to increase the Contract Sum by \$400,000 to the Agreement with Kofile Preservation, Inc. to continue restoration and repair services of County records index books through the contract term ending June 30, 2017.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Chairman to sign Amendment Number Six (Amendment) to Contract Number 77073 (Agreement) with Kofile Preservation, Inc. to increase the total Contract Sum under the Agreement by \$400,000 for a total Contract Sum of \$2,600,000 to allow for the continuation of repair and restoration services (Services) to the County's Vital Records Index Books (VRIBs) and County's Real Property Records Index Books (RPRIBs).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of the recommended action is to increase the Contract Sum to the Agreement to continue repair and restoration Services to the County's VRIBs and RPRIBs (hereinafter referred to collectively as the Index Books). The Registrar-Recorder/County Clerk (RR/CC) has identified funding from the Recorder Trust Funds in the amount of \$400,000, which \$200,000 is allocated for Fiscal Year 2015/2016 (FY 15/16) and \$200,000 Fiscal Year

2016/2017 (FY 16/17). Your Board's approval of the recommended action will increase the Agreement Contract Sum from \$2,200,000 to \$2,600,000 to continue to provide the Services through the current Agreement term ending June 30, 2017. In addition, the Amendment will exercise the third of four one-year renewal options and extend the term of the Agreement from July 1, 2015 through June 30, 2016.

The County currently has over 30,000 Index Books. The Index Books consist of original handwritten log sheets, many of which include amendments thereto consisting of additional handwritten information that was logged in at a later time. Hundreds have been repaired and restored under this program however; hundreds are still in very poor condition with broken or missing metals, worn and torn coverings, exposed boards, and missing spines, resulting in difficulty in identifying the corresponding years and letter categories. The log sheets now bear the signs of acidic paper that has undergone decades of heavy use and which is now rapidly deteriorating.

The Services provided under the Agreement will halt the rapid deterioration of the Index Books by providing professional paper conservation repair and restoration services to preserve the Index Books for use by current and future generations. The RR/CC does not have the capabilities to perform repair and restoration services in-house.

Implementation of Strategic Plan Goals:

This request supports the County Strategic Plan as follows:

Goal No. 1: Operational Effectiveness/Fiscal Sustainability: Maximize the effectiveness of processes, structure, operations, and strong fiscal management to support timely delivery of customer-oriented and efficient public services.

FISCAL IMPACT/ FINANCING:

The Registrar-Recorder/County Clerk (RR/CC) has identified funding from the Recorder Trust Funds in the amount of \$400,000, which \$200,000 is allocated for FY 15/16 and \$200,000 is allocated for FY 16/17.

Services to the County's VRIBs will be funded by the Recorder Vital and Health Statistics Trust Fund and Services to the County's RPRIBs will be funded by the Recorder Improvement Trust Fund (such funds shall be hereinafter collectively referred to as the Recorder Trust Funds). The Recorder Trust Funds are funded by statutory fees assessed on copies of Vital Records and Real Property recordings and specifically allows the funds to be used for these Services.

The Contractor has agreed to maintain the prices of labor and materials set forth in the current Agreement through the contract term ending on June 30, 2017. There is no impact to net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Your Board is authorized to approve this Amendment pursuant to Government Code Section 31000.

Your Board adopted the original Agreement with Kofile Preservation, Inc. on September 8, 2009. Kofile Preservation, Inc. provides all labor, supplies, and support equipment required to perform the specified services. The Agreement term is for four years with four one-year renewal options. RR/CC has exercised two of the four one-year extensions and the contract term ends on June 30, 2017.

The RR/CC is required to maintain vital records pursuant to Section 27322.2 of the Government Code, and is responsible for recording and maintaining legal documents pertaining to real property ownership, birth, death, and marriage records for the County of Los Angeles. These public records provide historical data of vital importance to the County and the public at large. These records are cataloged in the Index Books, which are maintained in loose leaf form in record binders with canvas hard covers. The VRIBs are stored flat on roller shelves and the RPRIBs are stored flat on roller shelves as well as upright in tab modular shelving and housed in the RR/CC Headquarters facility basement.

The Agreement initially identified and authorized funding for restoration and repair of 1,500 VRIBs. Due to the overwhelming success of the initial restoration and repair project, the RR/CC exercised its Board delegated authority to increase the Contract Sum by ten percent, resulting in a total Contract Sum of \$2,200,000. To date, 2,874 Index Books have been repaired and restored at a total contract expenditure of almost \$2,200,000 with a remaining encumbrance of almost \$200,000 to cover the cost of Services for 200 of the Index Books recently sent to the Contractor. Due to the program's enormous benefits and success, the RR/CC, subject to the availability of trust funds, plans to continue the Service until all of the Index Books are repaired and restored. RR/CC identified an additional \$400,000 in the budget to continue Services through the term of the current contract ending in June 2017. Your Board's approval of this request will increase the spending authority and facilitate the encumbrance of the identified funding for continuation of Services through the remainder of the current contract term not to exceed \$2,600.00.

The Chief Executive Office has reviewed and approved this Board Letter. County Counsel has reviewed and approved as to form the attached Amendment Number Six.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended Amendment will allow the RR/CC to continue to repair and restore severely damaged Index Books which are critical to the County's public records archive.

The Honorable Board of Supervisors

March 17, 2015

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CONCLUSION

Upon approval and execution of Amendment Number Six, it is requested that the Executive Office/Clerk of the Board return one adopted stamped copy of the approved Board letter and two originally signed copies of the Agreement to:

County of Los Angeles
Department of Registrar-Recorder/County Clerk
Finance and Management Division
12400 Imperial Highway, Room 7201
Norwalk, CA 90650

Attention: Francisco Perez
Assistant Division Manager, Operations Support Branch

Respectfully submitted,

DEAN C. LOGAN
Registrar-Recorder/County Clerk

DCL:RF:co

Enclosure

c: Chief Executive Officer
County Counsel

**AMENDMENT NUMBER SIX
TO AGREEMENT NUMBER 77073
BY AND BETWEEN COUNTY OF LOS ANGELES AND
KOFIL PRESERVATION, INC.**

This Amendment Number Six ("Amendment Number Six") to Agreement Number 77073 (the "Agreement") is entered into as of this ____ day of _____, 2015, by and between the County of Los Angeles, a political subdivision of the State of California ("County"), and Kofile Preservation, Inc., a Vermont Corporation ("Contractor"). County and Contractor are sometimes hereinafter referred to collectively as the "Parties" and each individually as a "Party."

WHEREAS, the Agreement was originally entered into and approved by the County Board of Supervisors on September 8, 2009;

WHEREAS, Under that certain Amendment Number One dated February 22, 2010, the business name changed from Brown's River Bindery, Inc. to Brown's River Marotti Company;

WHEREAS, Under that certain Amendment Number Two dated April 12, 2011, updated County's Administration information (Exhibit E) and added new County contracting provisions;

WHEREAS, Under that certain Amendment Number Three dated January 10, 2012, the Agreement was amended, among other things, to: (i) change the business name from Brown's River Marotti Company to Kofile Preservation, Inc.; (ii) update County's Administration information (Exhibit E);

WHEREAS, Under that certain Amendment Number Four dated June 19, 2013, the Agreement was amended, among other things, to: (i) exercise the first of four one-year renewal options and extend the term of the Agreement from July 1, 2013 through June 30, 2014; (ii) exercise Registrar-Recorder/County Clerk delegated authority to increase the contract amount by ten percent;

WHEREAS, Under that certain Amendment Number Five dated May 6, 2014, the Agreement was amended, among other things, to: (i) exercise the second of four one-year renewal options and extend the term of the Agreement from July 1, 2014 through June 30, 2015;

WHEREAS, the Parties wish to further amend the Agreement to increase the contract sum and to extend the term for an additional year following the execution of this Amendment Number Six;

WHEREAS, this Amendment Number Six is made pursuant to Paragraph 8.1 (Amendments) of the Agreement; and

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Agreement is hereby amended as follows:

1. Paragraph 5.0 (CONTRACT SUM), paragraph 5.1 of the Agreement is hereby deleted in its entirety and shall be replaced with a new paragraph 5.1 to read as follows:

5.1 The total amount payable under this Contract is Two Million Six Hundred Thousand Dollars (\$2,600,000), which includes an increase of Four Hundred Thousand Dollars (\$400,000) from the original amount (such amount is hereinafter referred to as the "Contract Sum") following the execution of this Amendment Number Six.

2. The Registrar-Recorder/County Clerk hereby exercises its option granted under Paragraph 4.0 (Term of Contract) of the Agreement to exercise the second of four one-year renewal options and extend the term of the Agreement from July 1, 2015 through June 30, 2016.

Except as otherwise provided under this Amendment Number Six the Agreement, including all preambles and recitals set forth herein and therein, shall remain unchanged and in full force and effect.

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**AMENDMENT NUMBER SIX
TO AGREEMENT NUMBER 77073
BY AND BETWEEN COUNTY OF LOS ANGELES AND
KOFIELD PRESERVATION, INC.**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Six to be subscribed on its behalf by the Registrar-Recorder/County Clerk or his/her designee and the Contractor has subscribed the same through its duly authorized officer as of the day, month, and year first above written. The person signing on behalf of Contractor warrant under penalty of perjury that he or she is authorized to bind the Contractor.

COUNTY OF LOS ANGELES

KOFIELD PRESERVATION, INC.

DEAN C. LOGAN
Registrar-Recorder/County Clerk

AUTHORIZED SIGNATURE

PRINT NAME

TITLE

TAXPAYER ID #

APPROVED AS TO FORM:

MARK J. SALADINO
County Counsel

By: LAURA T. JACOBSON
Associate County Counsel



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

SACHI A. HAMAI
Interim Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

March 17, 2015

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

Dear Supervisors:

**FUNDING AGREEMENT WITH
MUSIC CENTER FOUNDATION FOR
ENVIRONMENTAL DOCUMENTATION AND DESIGN SERVICES FOR MUSIC
CENTER PLAZA REFURBISHMENT
APPROVE APPROPRIATION ADJUSTMENT
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

The recommended actions will authorize the Interim Chief Executive Officer to execute a funding agreement with The Music Center for environmental documentation and design activities for refurbishment of the Music Center Plaza and approve the appropriation adjustment necessary to transfer existing appropriation to the Music Center .

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended actions do not constitute a project pursuant to the California Environmental Quality Act for the reasons stated in this letter and the record.
2. Authorize the Interim Chief Executive Officer to execute a funding agreement with The Music Center for environmental documentation and design activities for the refurbishment of the Music Center Plaza.
3. Approve the appropriation adjustment to transfer \$2,000,000 from Capital Project No. 87234 to the Project and Facilities and Development Fund to complete the

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only***

funding transfer to the Music Center following execution of the funding agreement.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize a funding agreement with The Music Center (Foundation) for the environmental documentation and design activities for refurbishment of the Music Center Plaza and approve the necessary appropriation adjustment to complete the funding transfer. The actions will enable the Foundation to complete all necessary environmental documentation and design activities. The current actions request to transfer \$2,000,000 in net County cost currently appropriated in Music Center Plaza Refurbishment Capital Project No. 87234 to enable the design phase to proceed. Doing so would be consistent with a proposed construction period occurring during the least busy Fall to early Spring period of the year, causing the least impact on Music Center activities. The conceptual project cost estimate to complete the Plaza refurbishment is \$30,000,000, of which the Foundation has committed to contribute \$5,000,000 and the County would fund the remaining \$25,000,000. We will return to your Board at completion of design with the updated project cost estimate, completed environmental documentation and funding recommendations to fully fund the proposed project. If the project and funding are approved by the Board, the Foundation will carry out the project.

Plaza Refurbishment Description

The Music Center Plaza is a major public destination and provides an outdoor venue of the performing arts. Currently, a height of 13 feet separates Grand Avenue from the Music Center Plaza, which is the Center's main public gathering area and the level from which the Dorothy Chandler Pavilion, Mark Taper Forum and Ahmanson Theatre are primarily accessed.

The proposed project would strengthen the connection between the Music Center Plaza and Grand Avenue by expanding the vista of the Plaza from Grand Avenue and creating the appearance of a more gradual, less vertical rise between levels. Additionally, the Plaza would be redeveloped, reprogrammed and enhanced for both daytime and evening visitors. The design objective is to thoughtfully and sensitively respect the 1960's architecture.

The scope of the proposed project would include the following elements:

- Widen and flatten the Grand Avenue Stairway leading to the Plaza, including a new water feature on the stairway designed to echo the existing water features on the Plaza, at the Department of Water and Power, and in Grand Park.
- Raise the sunken portion of the Plaza to align flush with the Plaza at the entrances to the Mark Taper Forum and the Dorothy Chandler Pavilion creating more usable areas for outdoor performances and festivals, improving pedestrian and ADA circulation and accessibility between Grand Avenue and the Plaza, and enabling installation of the necessary technological infrastructure under the Plaza to accommodate outdoor gatherings and performances.
- Create a lush, landscaped “balcony” with improved vistas to overlook the bustling cultural corridor, the pedestrian promenade on Grand Avenue and Grand Park. The existing plant material will be replaced with a more colorful and appropriate mix of low-scale plants and sculptural trees.
- Install “patios” along the landscaped balcony that will feature casual seating with a visual connection to the street, providing intimate spaces for small-scale performances, other gatherings, and displays of public art in the gardens.
- Reorganize the existing food, beverage and information facilities around the Plaza by creating four new, permanent structures to provide amenities to patrons and visitors.
- Add new public restrooms to supplement the existing facilities in the Mark Taper Forum and to replace the existing restroom trailer.

Green Building/Sustainable Design Program

The refurbishment project, if undertaken, will support the Board's Green Building/Sustainable Design Program. Additional details will be provided following the completion of the design for the proposed project.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3) by investing in public infrastructure to enhance services provided at the Music Center theaters for patrons.

FISCAL IMPACT/FINANCING

The total estimated design cost is \$2,000,000 which covers plans and specifications, plan check, and environmental documentation consisting of an addendum to the existing Grand Avenue and Environs Project Environmental Impact Report completed in 2002.. The \$2,000,000 prior year net county cost presently appropriated in C.P. 87234 will be transferred to the Foundation to fund the work. Based on the present project cost estimate of \$30,000,000 and the Foundation's commitment to fund \$5,000,000 of project costs, an amount of \$23,000,000 would need to be approved by the Board to fully fund the proposed project. We will return to the Board later this year with environmental documentation, project and funding recommendations.

Operational Budget Impact

The Chief Executive Office will continue to work with the Foundation to determine the impact to the operating budget.

ENVIRONMENTAL DOCUMENTATION

The proposed actions are not a project pursuant to the California Environmental Quality Act (CEQA) and are activities that are excluded from the definition of a project under Section 15378(b) of the State CEQA guidelines, as it involves an organizational or administrative activity of government not resulting in direct or indirect changes to the environment.

By approving the proposed actions, the Board is not committing to or otherwise endorsing ,authorizing or approving any specific project subject to CEQA. Any future recommendations remain subject to the Board's sole discretion to disapprove, modify, or approve any such proposed project and to consider feasible alternatives and mitigation measures as necessary.

In 2002 the rehabilitation of the Music Center Plaza was addressed in a certified EIR which also included the now completed realignment of Grand Avenue. We will return to the Board to recommend consideration of additional updated environmental documentation when proposed project recommendations are submitted and authorization of any future proposed project activities would only occur following approval of environmental documentation in compliance with CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Honorable Board of Supervisors
March 17, 2015
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There is no impact on current services at this time.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office,
Capital Projects Division.

Respectfully submitted,

SACHI A. HAMAI
Interim Chief Executive Officer

SAH:JJ:TT
BB:PB:zu

Attachment

c: Executive Officer, Board of Supervisors
County Counsel
Arts Commission