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DEPARTMENT OF
BUILDING AND SAFETY
201 NORTH FIGUEROA STREET
LOS ANGELES, CA 90012

RAYMOND S. CHAN, C.E., S.E.
GENERAL MANAGER

FRANK BUSH
EXECUTIVE OFFICER

January 23, 2015

Council File: CF 15-0008
Contact Person: Steve Ongele (213) 482-6703

Honorable José Huizar
Chair, Planning and Land Use Management Committee

Attention: Sharon Gin, Legislative Assistant

Supplemental Request to Original
Dated January 2, 2015 (Attached
for Reference)

City Clerk
City Hall, Room 395
200 N. Spring Street
Los Angeles, CA 90012

SUPPLEMENTAL REQUEST TO TRANSFER ADDITIONAL FUNDS WITHIN BUILDING AND SAFETY ENTERPRISE FUND (48R) ACCOUNTS FOR FACILITIES IMPROVEMENTS

SUMMARY

The Los Angeles Department of Building and Safety (LADBS) submitted a request to Council on January 2, 2015 requesting transfer of \$3,250,000 within Building and Safety Enterprise Fund (48R) accounts to complete work on the Department's Data Center located on the 9th floor of 201 North Figueroa Street. LADBS respectfully requests authorization to transfer an additional \$6,000,000, for a total of \$9,250,000 from the Department's Enterprise Fund (48R), Reserve for Future Costs (Account 08L200) to the Enterprise Fund, Building and Safety Office & Equipment Account (Account 08L601) to fund various facilities improvements at Figueroa Plaza.

RECOMMENDATIONS

The General Manager, LADBS, respectfully requests your honorable City Council; subject to the approval of the Mayor, to:

1. AUTHORIZE the transfer of \$9,250,000 from the Building and Safety Enterprise Fund (48R), Reserve for Future Costs (Account 08L200) to the Enterprise Fund (48R), Building and Safety Office & Equipment Account (Account 08L601).
2. AUTHORIZE the General Services Department to increase the Fiscal Year 2014-15 contractual authority for CBRE, Inc., Contract C-111811, for its property management services and related Building and Safety Development Reform construction and construction management services at the 201 Figueroa Street Tower by \$6 million, from the current funding level of \$15.96 million, to a total revised authority of \$21.96 million.

3. AUTHORIZE and INSTRUCT the General Manager of the Department of Building and Safety, or designee, to prepare Controller instructions and/or make any necessary technical adjustments consistent with the Council action on this matter and authorize the Controller to implement the instructions.

BACKGROUND

Matrix Consulting Group Recommendations (Development Reform Consultant)

Matrix Consulting Group is the Consultant hired by the City (Council File No. 13-00446) to analyze and make recommendations for improving development services, including providing new and expanded/enhanced services. The City Council required that Matrix provide quarterly updates on the status of the City implementing their development reform initiatives.

Matrix, in its Second Quarterly Report to the City Council (CF 13-0046, dated 8/20/2014), recognized the importance of LADBS' systems in delivering development services and noted the "over \$17 million and 150 positions" added to City Departments in the FY 2014-15 adopted budget in response to Matrix recommendations. A total of 130 of these newly-authorized positions were provided for new and existing services at LADBS.

LADBS' Supplemental Request for Facilities Improvements

The supplemental request for \$6,000,000 will enable the Department to fund the space planning and facilities improvements needed to accommodate each of the following additional and expanded programs authorized in the FY 2014-15 adopted budget, as well as address displacements as a result of the Department's expanded Data Center. CBRE, Inc., manages Figueroa Plaza and will provide construction management services to ensure practical timelines and costs involved with facilities improvements.

- Concierge Stations at Metro and Van Nuys Offices – A new Concierge Program was authorized in the FY 2014-15 adopted budget to establish a "Help Desk" at the metro and Van Nuys Development Services Centers (DSC's), located at (201 North Figueroa Street, 4th Floor and 6262 Van Nuys Boulevard, 2nd Floor. The Concierge Program provides "hand holding" assistance to development services customers.
- BuildLA Office – BuildLA is a series of interconnected systems that collectively deliver development services citywide and is the largest and most complex development services systems project the City has ever undertaken. The BuildLA project is currently in the final RFP stage (contract negotiation) and LADBS is the RFP administrator. The over-arching goals of the system are to deliver Transparency, Accountability, Convenience and Accessibility to development services. The BuildLA Office will be housed at Figueroa Plaza and is currently staffed with three LADBS positions authorized in the FY 2014-15 budget; it is proposed that each major development services agency (BOE, DCP, DOT, LAFD, and BOS) provide at least one each subject matter and IT expert at Figueroa Plaza, which will require additional and reorganization of existing leased space at Figueroa Plaza.
- Expansion of Risk and Records Management for Backfile Conversion – In 2004, LADBS implemented the Internet Document Imaging System (IDIS) to better meet the needs of our internal and external customers. Phase I of IDIS provided internal City access to LADBS' 12 million indexed and over 4.5 million digitized images of construction documents. The FY 2014-15 adopted budget authorized additional positions and funding to implement Phase II of the project, which will address the remaining 9 million historical documents to be digitized and provide indexes and imaging available via the Internet. The Department has secured

additional leased space on the 7th floor of Figueroa Plaza to accommodate this expanded program, but requires funding for space planning and facilities improvements.

- Soft Story Retrofit Program – On July 31, 2013 a Motion (LaBonge-Huizar) was introduced in City Council instructing LADBS “to provide to City Council a comprehensive proposal for how the Department can identify and account for wood-frame soft-story residential buildings (with two or more stories, and five or more units) built prior to 1978 that exist in the City, and what resources such as survey would be required” (CF 13-0964). On November 22, 2014 LADBS proactively submitted a report to the Planning and Land Use Management (PLUM) Committee identifying resources and the timeline necessary to conduct the study that would identify wood-frame soft story residential buildings. On December 3, 2013, the PLUM Committee considered LADBS’ report, and instructed the City Administrative Officer (CAO) and the Chief Legislative Analyst (CLA) to identify funding options in order to implement the intent of the motion. On January 14, 2014 the City Council considered the PLUM Committee recommendations, and subsequently referred the item back to committee with instruction to staff to report back within 60 days. Following the item consideration, CAO; CLA and LADBS agreed on a plan for LADBS to submit an addendum budget package with a request to fund the new positions; funding was subsequently authorized in the FY 2014-15 adopted budget.
- Accommodate More Customers at Existing Offices – Reconfiguration of existing leased space at the Metro and Van Nuys DSC’s is required to accommodate additional customers requiring building plan verification.
- Grading Division Space Needs – The Department’s Grading Division is in need of additional verification and conference room space to provide increased development services to customers; the Department seeks to utilize existing leased space on the 3rd floor of 201 Figueroa Plaza; funding is needed for space planning and related facilities improvements.
- Data Center Staff Displacements – The City Council adopted recommendations (CF 13-0046) in August 2014 to provide for the construction of an expanded state-of-the-art data center on the 9th floor of Figueroa Plaza. As a result of this construction, staff in the existing leased space was required to relocate to the 2nd floor while their previous space was reconfigured. As a result of the recent DaVinci Apartment Fire and the displacement of all staff at 221 Figueroa Plaza, the Department was forced to reorganize and permanently displace several units (including the Department’s Subject Specialty Group, General Analysis and Budget Services and Financial Services) to accommodate critical staff that must remain at 201 Figueroa Plaza; space planning and facilities improvements are needed.
- New Positions - Additional facilities improvements and reconfiguration of existing space to accommodate the 130 new positions authorized in the FY 2014-15 adopted budget.

FISCAL IMPACT STATEMENT

There is no fiscal impact to the General Fund inasmuch as the requested funding transfer is within the LADBS Enterprise Fund (48R), which has adequate funding available to cover the entire request. The Department appreciates your consideration of this matter.


for
RAYMOND S. CHAN, C.E., S.E.
General Manager

Attachment