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Title: CONSIDER RECORDING A “NOTICE OF EXEMPTION” IN THE OFFICE OF THE LOS ANGELES COUNTY CLERK AND WITH THE STATE CLEARING HOUSE FOR PROJECT NO. 1787 (CITY HALL 2ND FLOOR CARPET UPGRADES), PURSUANT TO SECTION 15301 OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES (CITY COUNCIL)

Sponsors:

Indexes:

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Attachments: 1. Exhibit 01_Location Map, 2. Exhibit 02_PS&E, 3. Exhibit 03_Notice of Exemption

Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Tuesday, March 19, 2024

Consent

SUBJECT:

CONSIDER RECORDING A “NOTICE OF EXEMPTION” IN THE OFFICE OF THE LOS ANGELES COUNTY CLERK AND WITH THE STATE CLEARING HOUSE FOR PROJECT NO. 1787 (CITY HALL 2ND FLOOR CARPET UPGRADES), PURSUANT TO SECTION 15301 OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES (CITY COUNCIL)

I. SUMMARY

Project No. 1787 was proposed to be added to the City’s Capital Improvement Program (CIP) and funded by the General Fund.

The project includes replacing the carpet on the second floor of the City Hall building except for the carpet in the Council Chamber area, 1st floor lobby, and the 1st floor corridor adjacent to the stairs in the Southwest hallway. The project will also include an option to resurface the concrete bands/curbs throughout the entire 1st floor and Southwest hallway.

The Plans, Specifications, and Estimates (PS&E) for the improvements to Project No. 1787 have been completed and are ready for construction bids. The PS&E are on file in the City Engineer’s Office. The estimated construction cost is \$150,000.00.

The City Council is requested to authorize staff to advertise for construction bids, and to record the Notice of Exemption to satisfy the California Environmental Quality Act's requirements.

II. RECOMMENDATION

TAKE the following actions:

1. AUTHORIZE staff to advertise the work and call for construction bids for Project No. 1787: City Hall 2nd Floor Carpet Upgrades.
2. MAKE the California Environmental Quality Act finding that the proposed City Hall 2nd Floor Carpet Upgrades are categorically exempt pursuant to Section 15301 of the California Environmental Quality Act guidelines.
3. AUTHORIZE staff to record the "Notice of Exemption" in the office of the Los Angeles County Clerk and with the State Clearing House at the Governor's Office of Planning and Research for Project No. 1787: City Hall 2nd Floor Carpet Upgrades.

III. ALTERNATIVES

1. DO NOT APPROVE the above recommendations. However, staff will not be able to proceed with the construction of the project.
2. TAKE another action the City Council deems appropriate, consistent with the requirements of the law.

IV. BACKGROUND

Project No. 1787: is proposed to be added to the city's Capital Improvements Program (CIP). This project is programmed for FY 2024/25, funded by the General Fund, and the estimated construction cost is \$150,000.00.

Project No. 1787 includes the removal and replacement of carpet and wall base on the 2nd floor of the City Hall building, except for the carpet in the Council Chamber area. It will also include the 1st floor lobby, a corridor adjacent to the stairs in the Southwest hallway, the executive conference room and two staircases. The main staircase going up to the second floor and the small staircase next to the City Clerk's office; and resurfacing the concrete bands/curbs throughout the 1st floor.

The city contracted with Westberg & White Inc. to complete the work for PS&E for this

project. Westberg & White submitted various recommendations for carpet samples and color for the area where the carpet will be removed and replaced. The materials were presented to the Ad Hoc Committee and colors and patterns were selected.

The plans and specifications for Project No. 1787 have been completed by the Engineering Services Division of the Public Works Department and are now ready to be advertised for construction bids.

Based on California Environmental Quality Act (CEQA) guidelines, the proposed project is categorically exempt according to the following:

- Section 15301 of the CEQA includes the type of existing facilities projects that are categorically exempt. The following sections applies:
- Section 15301 (a): Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances.
- Section 15301 (b): Existing facilities of both investor and publicly owned utilities used to provide electric power, natural gas, sewerage, or other public utility services.

It is requested that the City Council authorize staff to advertise the project for construction bids, and to record the Notice of Exemption to satisfy the California Environmental Quality Act's requirements.

V. FISCAL IMPACT

No funding is being requested as part of this staff report. Staff is merely asking for authorization to advertise the work for construction bid. The preliminary estimated construction cost of the project is \$150,000.00 and it is anticipated that General Funding will be used to cover the construction cost of this project. The project will be presented in the 5-year CIP Plan for Fiscal Year 2024/25.

VI. EXHIBITS

1. Location Map (pg. 4)
2. Plans, Specifications, and Estimate (pg. 5-10)
3. Notice of Exemption (pg. 11)

Prepared by: Dr. Arlington Rodgers, Director of Public Works and Gilbert Marquez, P.E., City Engineer