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201 NORTH FIGUEROA STREET
LOS ANGELES, CA 90012

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

FRANK BUSH
EXECUTIVE OFFICER

December 2, 2015

Honorable Councilmember Paul Koretz, Chair
Personnel and Animal Welfare Committee
City Hall, Room 440

Attention: Adam Lid, Legislative Assistant

REVISED - FY 2015-16 INTERIM BUDGET REQUEST FOR ADDITIONAL RESOURCES FOR LAWA CAPITAL IMPROVEMENT PROJECTS AND NON-DUCTILE CONCRETE PROGRAM

The Department of Building and Safety (LADBS) requests additional resources (see attached Service Request Forms) to support:

- Project coordination and consultation services for Los Angeles World Airports' (LAWA) aggressive capital improvement program at the Los Angeles International Airport (LAX); a list of Projected LAX Projects 2015-2025 and authorization letter are attached for your information; and
- Phase I of the mandatory Non-Ductile Concrete Program survey phase, in which LADBS is tasked with identifying structures requiring earthquake retrofits throughout the City. This is in accordance with the Mayor's "Resilience by Design" Report and City Ordinance No. 183893 amending the LAMC.

LAWA project coordinate and consultation services need an urgent reallocation of an existing Structural Engineering Associate IV (SEA IV) to a Building Civil Engineer I (BCE I). The SEA IV is a non-supervisory technical expert, while the BCE I has more advanced technical expertise and is a supervisory position. LAWA supports this urgent reallocation request in order to provide supervisory oversight over existing LADBS operations on-site at LAX. The minimal additional cost associated with the reallocation will be absorbed through funding provided by an existing Letter of Agreement (LOA), which has already been approved administratively by LAWA.

Additionally, three new positions are requested, which will be front-funded by the Building and Safety Enterprise Fund (48R) and reimbursed by LAWA following renewal of the existing LOA, to be approved later this year by the Board of Airport Commissioners.

The Non-Ductile Concrete Program requires six new positions (one Senior Structural Engineer, two Structural Engineering Associate IV, and three Structural Engineering Associate III), which will be used to identify and account for all non-ductile concrete multi-residential building with two

or more stories, and five or more units built prior to 1977 citywide. Phase I of this Program consists of the survey phase, which will take requested staff from two to three years to complete due to the technicalities involved with identifying these structures. This Program is supported by the Mayor's Resilience by Design Report and City Ordinance No. 183893.

Please contact Steve Ongele, Assistant General Manager and Chief of LADBS' Resource Management Bureau at (213) 482-6703 should you need additional information regarding this request.



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

Attachments:

LADBS Interim Budget Request Forms FY 2015-16
Projected LAX Projects 2015-2025
LAWA Authorization Letter

c: Kelli Bernard, Deputy Mayor
Matt Szabo, Deputy Mayor
Jason Killeen, Chief Administrative Office

SO:jd:zd

2015-16 New Service Request – Justification

Department Name: Building and Safety

Program Number:
BA0816

Program Name (if Service would be added to existing Program):
Development Services Case Management (DSCM)

New Service Description

Provide a brief description of the new Service. If applicable, note any legal or Charter requirements associated with the provision of the Service.

The Department of Building and Safety (LADBS) requests reallocation of one existing position and a total of three new positions to provide project coordination and consultation services to Los Angeles World Airports' (LAWA) aggressive capital improvement program at the Los Angeles International Airport (LAX). The minimal additional cost associated with the reallocation will be funded through the existing Letter of Agreement (LOA) with LAWA (see attached authorization letter). All new positions will be funded by LAWA through an extension of the existing LOA, to be approved soon by the Board of Airport Commissioners. Costs will be front funded by the Building and Safety Enterprise Fund (48R) and reimbursed by LAWA via the LOA. As such, there is no impact on the General Fund.

The request is for one existing Structural Engineering Associate (SEA) IV to be reallocated to a Building Civil Engineer I (BCE I) authority. The three new requested positions include one Structural Engineering Associate IV (SEA IV), one Electrical Engineering Associate IV (EEA IV), and one Mechanical Engineering Associate IV (MEA IV).

Position	Net Salary ¹	Related Costs ²	Expenses ³	Quantity	Total Cost
Build Civil Engr I	\$67,930	\$37,226	\$3,630	1	\$108,786
Struct Engrg Assoc IV	-\$64,219	-\$35,193	-\$3,837	-1	-\$103,249
Struct Engrg Assoc IV	\$32,110	\$17,596	\$1,367	1	\$51,073
Electrl Engrg Assoc IV	\$28,807	\$15,786	\$1,815	1	\$46,407
Mech Engrg Assoc IV	\$32,110	\$17,596	\$3,474	1	\$53,180
Net Reallocation Cost:					\$5,537
Total Additional Positions Cost:					\$150,660
Total Enterprise Fund / LAWA Cost:					\$156,197

1-FY 2015-16 Wages and Count Salary, less 4.5% salary savings. BCE I salary is for 7 months (Dec. 2015-June 2016); the new posns include 3.5 months' funding (March 18 2016-June 30, 2016 based on the new Letter of Agreement between LADBS and LAWA).0

2-Total of 55.38%, using CAP 37 rates: Fringe 40.73% and Central Services 14.65% .

3-Expenses include FY 2015-16 rates for mileage, contractual services and other expenses..

The current LOA between LADBS and LAWA provides high-level project oversight and focused plan checking coordination in support of LAWA's Capital Improvement Program at LAX. Funding for one SEA IV position was provided through the LOA/interim budget during FY 2010-11, resolution authority was provided in FY 2011-12, and each adopted budget since. The SEA IV was provided in the initial MOA for the purpose of assisting the design team of the new Tom Bradley West Terminal modernization project. As LAWA's Capital Improvement Program has progressed, the scope of services required of LADBS on-site personnel has broadened to encompass all LAX-related construction, including tenant improvement work for LAX terminals. Moreover, on-site plan check and engineering demands are anticipated to increase within the next 5-10 years as LAWA continues construction and renovations, with valuation projected to reach over 8 billion dollars (see Attachment 1 for details).

2015-16 New Service Request – Justification

To meet these increased demands, three additional positions are requested—one SEA IV, one EEA IV and one MEA IV—to provide on-site plan check services requiring a high degree of expertise and independent decision-making on code compliance and interpretation. Plan check and engineering staff requested will perform responsible engineering work in checking building plans, designs, and specifications for feasibility and conformance to good engineering practices as well as City and State code requirements. Furthermore, this work will be conducted on-site at LAX, requiring considerable independent judgment. Since these projects are technically complex and require considerable experience, skill and engineering knowledge, staff at the level of Engineering Associate IV are required.

These three new positions will join nine existing staff on-site at LAX authorized by the existing LOA to form a total on-site LADBS remote office of 12 employees. The requested reallocation of an SEA IV to a BCE I will provide the necessary supervisory oversight and subject matter expertise to oversee the entire LADBS satellite operation at LAX. This reallocation is the most urgently requested item by LAWA administration, as the current approved staff of nine engineers and inspectors assigned full-time to the LAX satellite office have no assigned supervisor on-site. The highest ranking position on-site, an SEA IV, cannot supervise staff and all other LADBS employees at the satellite office are at the same level. In order to address this urgent need, LADBS and LAWA administration support granting immediate reallocation of the non-supervisory SEA IV authority to a BCE I authority, the difference in salary cost to be absorbed within existing funding of the current LOA, set to expire March 31, 2016. Funding for the additional three new positions requested will be secured following approval of an extension to the LOA by the LAWA Board of Airport Commissioners, anticipated later this year.

Current – 9 positions, no unit supervisor

- 1 SEA IV (non-supervisory)
- 1 SEA III
- 2 Sr Build Inspector
- 1 Sr Build Mech Insp
- 1 Sr Fire Sprinkler Insp
- 1 Sr HVAC Inspector
- 1 Sr Plumb Inspector
- 1 Build Inspector

Proposed – 12 positions, unit supervisor

- 1 BCE I (unit supervisor)
- 1 SEA IV
- 1 SEA III
- 1 EEA IV
- 1 MEA IV
- 2 Sr Build Inspector
- 1 Sr Build Mech Insp
- 1 Sr Fire Sprinkler Insp
- 1 Sr HVAC Inspector
- 1 Sr Plumb Inspector
- 1 Build Inspector

In order to keep LAWA's large construction projects on schedule, an experienced team of plan check engineers and inspectors across all disciplines, with appropriate supervision, are required on-site to ensure prompt review and approval of plans for the ambitious capital programs and tenant improvements planned at LAX.

Alignment with Priority Outcome(s)

Departments should select the Priority Outcome area within which this Service best aligns. Describe how this Service addresses the Budget Guidance Document's goals in selected Priority Outcome area.

Priority Outcome No. 1 - Make Los Angeles the best run big city in America

Description: This program addresses the Mayor's priorities by providing outstanding customer

2015-16 New Service Request – Justification

service to LAWA and its partners, which involve projects that will not only affect Los Angeles residents and businesses but also millions of customers at LAX every year. Engineering and inspection case managers and plan checkers help to guide and facilitate these projects during the design, planning, entitlement and permitting process stages. This vital service partners with various City Departments and developers/businesses to streamline the permitting, inspection and construction process.

Priority Outcome No. 2 – Promotes good jobs for Angelenos all across Los Angeles

Description: Assisting LAWA and its partners in building safe, building well, and building fast expedites the multi-billion dollar development at LAX. This commitment to our partners makes it easier to do business in the City, fostering an environment of job creation and economic growth.

Performance Metrics

All numerical metric data should be provided on the Excel Metric template. At minimum, one metric must be provided for this new requested Service. Identify briefly here the metric(s) applicable to this Service and describe why the metric(s) is an appropriate measure for this Service.

No performance metrics available for this service. Coordination and consultation activities performed by this unit do not easily lend themselves to performance tracking, as there is often no measurable work product.

Partnering with Residents and Civic Groups

Describe if/how this service will address the Mayor's outcome of "Partnering with Residents and Civic Groups."

N/A

Coordination with other City departments

Describe the coordination that will occur with other City departments for this service. List services provided by any other City departments that are associated with this requested service and that are required to be continued in order to support this new service.

In addition to the coordination with LAWA already discussed, coordination with the Fire Department, City Planning, Public Works' Bureau of Sanitation, and Public Works' Bureau of Engineering is required in various phases of the plan check, permitting and inspection process.

Justification

Describe what positions/items are being requested and provide a justification as to why these items should be approved.

The scope of projects at LAX has increased dramatically from the original one-terminal agreement six years ago, at a valuation less than \$2 billion. The proposed projects for which these positions are requested are estimated at a valuation over \$8 billion (see project list in Attachment 1). The proposed construction projects over the next 10 years are unique as the contract signed between LAWA and their contractors are based on the "design-and-build" concept. This concept minimizes risks for LAWA and reduces the delivery schedule by overlapping the design and construction phase of projects. The key element to ensure the success of this concept is close coordination between LADBS and the design professionals of all disciplines—structural, mechanical, plumbing and electrical. In addition, the permitting process must be expedited to further reduce the delivery schedule. LAWA believes that designated LADBS plan check engineers for each discipline, stationed at the LAX construction

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site, is critical for the “design-and-build” concept to work. This arrangement will allow LAWA staff and design professionals to access plan check engineers more quickly and easily for plan review, code consultation, and to resolve any problems that arise during construction. Having dedicated LADBS staff will also provide more consistency and continuity during the plan check and permitting process. This arrangement has already proven to be effective based on the presence of LADBS plan check staff at the LAX construction site over the last 6 years; this request increases the resources committed commensurate with the increased scope of work.

BCE I positions are responsible for a wide range of civil engineering work, including checking complex building plans; conducting special engineering studies; organizing and directing the work of an engineering group engaged in checking plans, designs, and specifications for a variety of buildings for compliance with the Los Angeles City Building, Planning and Zoning and Green Codes, and State regulations in the areas of building, fire life safety, grading, zoning, energy conservation and disabled access; applies sound supervisory principles and techniques in building and maintaining an effective work force. Reallocating the existing non-supervisory SEA IV authority to the requested BCE I authority will address the need for both high-level subject matter expertise as well as supervisory oversight over LADBS’ proposed 12 positions at the LAX satellite offices.

The SEA IV, EEA IV and MEA IV positions will serve as project engineers involved in work that is technically complex and requires considerable experience, skill and engineering knowledge. LAX projects are state of the art, enlisting contractors from all over the world for projects with valuations in the billions. These contractors are often not familiar with State and local codes and require significant “hand-holding” to resolve issues and keep the work going. Frequent, daily consultations with engineers and inspectors is required to avoid work stoppages, and the only way to accomplish this is to have staff on site with the appropriate experience and expertise to make decisions based on the intent of the code.

The level of experience required is found at the Engineering Associate IV level, a position which requires a minimum of two years of full-time paid, professional experience at the level of Engineering Associate III and registration as a professional engineer with the California State Board of Registration for Professional Engineers. Further, MEA and EEA positions have been requested by LAWA to be assigned to the satellite office to complement inspectors of the same discipline on-site and resolve most plan check and permit issues that are not possible with SEAs.

Describe any potential revenue for this Service

Site specific user tax revenue will be generated during the construction and tenant improvement period, representing additional General Fund revenue.

Additional comments (optional)

LAWA COORDINATION SERVICES POSITIONS - BCEI Plus 3 New Posns

QTY	JOB CLASS	CLASS TITLE	FY 2015-16 WAGES & COUNT ¹	FLAT RATE BONUS	Salary Savings 4.5%	FY 2015-16 Net Salary	Total Related Costs ²	FY 15-16 Mileage ³	Other Expenses ⁴	Total Mileage + Exp.	Annual Cost	3.5 Months Cost 3/18/16-6/30/16 ⁵
1	4211	BUILD INSPECTOR	\$ 90,831	\$ -	\$ 4,087	\$ 90,831	\$ 49,775	\$ 3,774	\$ 3,540	\$ 7,314	\$ 147,920	Ongoing
1	4213	SR BUILD INSPECTOR	\$ 101,832	\$ -	\$ 4,582	\$ 101,832	\$ 55,804	\$ 3,774	\$ 3,540	\$ 7,314	\$ 164,950	Ongoing
1	4213	SR BUILD INSPECTOR	\$ 101,832	\$ -	\$ 4,582	\$ 101,832	\$ 55,804	\$ 3,774	\$ 3,540	\$ 7,314	\$ 164,950	Ongoing
1	4253	SR BUILD MECH INSPECTOR	\$ 103,159	\$ -	\$ 4,642	\$ 103,159	\$ 56,531	\$ 3,774	\$ 3,706	\$ 7,480	\$ 167,170	Ongoing
1	4242	SR FIRE SPRINKLER INSP	\$ 102,232	\$ -	\$ 4,600	\$ 102,232	\$ 56,023	\$ 3,774	\$ 3,576	\$ 7,350	\$ 165,605	Ongoing
1	4247	SR HEATING/REFRIG INSP	\$ 101,258	\$ -	\$ 4,557	\$ 101,258	\$ 55,489	\$ 3,774	\$ 3,464	\$ 7,238	\$ 163,985	Ongoing
1	4233	SR PLUMBING INSPECTOR	\$ 102,232	\$ -	\$ 4,600	\$ 102,232	\$ 56,023	\$ 3,774	\$ 3,464	\$ 7,238	\$ 165,493	Ongoing
1	7957-3	STRUC ENGR ASSC III	\$ 115,278	\$ 2,743	\$ 5,188	\$ 118,021	\$ 63,172	\$ 350	\$ 2,504	\$ 2,854	\$ 184,047	Ongoing
1	7244-1	BUILD CIVIL ENGR I	\$ 121,939	\$ -	\$ 5,487	\$ 116,452	\$ 63,816	\$ 350	\$ 2,502	\$ 2,852	\$ 183,119	\$ 7,408
1	7554-3	MECH ENGRG ASSC IV	\$ 115,278	\$ -	\$ 5,188	\$ 110,090	\$ 60,330	\$ 350	\$ 7,858	\$ 8,208	\$ 178,628	\$ 57,666
1	7525-3	ELECTRCL ENGRG ASSC IV	\$ 103,419	\$ -	\$ 4,654	\$ 98,765	\$ 54,123	\$ 350	\$ 5,794	\$ 6,144	\$ 159,032	\$ 50,489
1	7957-3	STRUCTRL ENGRG ASSC IV	\$ 115,278	\$ 2,743	\$ 5,188	\$ 110,090	\$ 60,330	\$ 350	\$ 6,228	\$ 6,578	\$ 179,741	\$ 56,036
12		Totals	\$ 1,274,568	\$ 5,486	\$ 57,356	\$ 1,256,795	\$ 687,220	\$ 28,168	\$ 49,716	\$ 77,884	\$ 2,024,642	\$ 171,598

1. Salaries are based on LADBS FY 2015-16 Wages and Count.

2. Related Costs are based on CAP 37: Fringe benefits (40.73%), Central Services (14.07%); Department Administration & Support (22.03%) and Compensated Time-Off (21.84%) are not included. CTO (Compensated Time Off) is only charged when the billing hours are less than full time for the billing period (i.e., quarterly).

3. Mileage: Only travel from LAX-LADBS Satellite will be billed.

4. Other expenses include: Laptop, cell phone service, data connectivity, and other standard costs; BCE I upgrade expenses pro-rated for 7 months; MEA IV, EEA IV, and SEA IV new posn expenses - partial mileage for 3.5 months.

5. Letter of Agreement approving MEA IV, EEA IV, and SEA IV, and upgrade from SEA IV to BCE I effective 3/18/16 (3.5 months in FY 15-16).



Los Angeles
World Airports

November 4, 2015

Department of Building and Safety
Jameson Lee, M.S., S.E., Assistant Chief
Development Services Case Management
201 N. Figueroa Street, Suite 1030
Los Angeles, CA 90012

LAX

LA/Ontario

Van Nuys

City of Los Angeles

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Deborah Flint
Executive Director

Re: Authorized Upgrade and New Positions for Fiscal Year 2015-16
Letter of Agreement with the Department of Building and Safety - DA-4800

Dear Mr. Lee:

Pursuant to the Letter of Agreement, CA-4800, by and between the Los Angeles Department of Building and Safety and Los Angeles World Airports, the following pay grade advancement and new positions are hereby authorized:

One (1) Pay Grade Advancement
Structural Engineering Associate IV to Building Civil Engineer I

Three (3) New Positions
Electrical Engineering Associate IV
Mechanical Engineering Associate IV
Structural Engineering Associate IV

The pay grade advancement is valid for the 2015-16 fiscal year commencing within 30 days of this letter. The three new positions are also valid for the 2015-16 fiscal year, commencing with Los Angeles World Airports Board of Commissioners approval.

Please identify the individuals who will occupy these new positions and provide Los Angeles World Airports the appropriate documentation of their qualifications. Thank you in advance for your assistance in this matter.

Sincerely,

Greg S. Campbell, P.E.
Chief Airports Engineer
Airports Development Group
Los Angeles World Airports

GSD:HEN:cbl



Projected LAX Projects 2015-2025			
Location	Project Description	Estimate Complete Date	Valuation
Airport Terminals in Central Terminal Area			
Terminal 0	Brand new international terminal connecting to Terminal 1 for Southwest Airline	Q4 2028	\$700 mil
Terminal 1	Terminal addition/renovation	Q4 2017	\$300 mil
	Westfield concession program	Q4 2017	
Terminal 2	Westfield concession program	Q2 2016	\$60 mil
	Electrical upgrade	Q4 2017	
Terminal 3	New home of Delta airline in 2018, T3 to be demolished and reconstruct, with new Terminal 2.5 to connect T2 and T3	Q4 2023	\$1,750 mil
Terminal 4	Gate 41 addition	Q4 2016	\$8 mil
Terminal 5	Terminal upgrade by Delta Airline	Q4 2019	\$100 mil
Terminal 6	Westfield concession program	Q4 2016	\$10 mil
Terminal 7 & 8	Terminal addition/renovation	Q4 2017	\$550 mil
Airport Wide Signage	New signs all over airport terminals	Q4 2017	\$10 mil
Tom Bradley International Terminal (TBIT)			
TBIT Renovation	Terminal renovation	Q4 2016	\$1,500 mil
Bradley West	Addition to existing TBIT	Q4 2016	
TBIT Connector	Addition to existing TBIT	Q4 2016	\$100 mil
Mid-Field Satellite Concourse (MSC)			
20-Gates new Mid-Field terminal and connecting tunnels	Addition to existing TBIT - Phase 1	Q4 2020	\$2,000 mil
	Addition to existing TBIT - Phase 2	Q4 2025	
	Addition to existing TBIT - Phase 3	Q4 2025	
Miscellaneous			
Automatic People Mover (APM)	Approximately 2+ miles monorail connect all terminals with Green Line	Q4 2023	\$1,000 mil
Qantas Hangar	New 100,000+ SQFT hangar with office	Q2 2016	\$20 mil
Atlantic Aviation Hangar	New 65,000+ SQFT hangar with office and lounge	Q4 2016	\$10 mil
Total =			\$8,118 mil

2015-16 New Service Request – Justification

Department Name: Building and Safety

Program Number:
BA0811

Program Name (if Service would be added to existing Program):
Structural Plan Check (REVISED 11/17/15)

New Service Description

Provide a brief description of the new Service. If applicable, note any legal or Charter requirements associated with the provision of the Service.

The Department of Building and Safety (LADBS) requests six (6) new positions to identify and account for all non-ductile concrete multi-residential buildings with two or more stories and five or more units built prior to 1977 citywide. The positions requested to conduct this survey are one (1) Senior Structural Engineer (Sr. SE), two (2) Structural Engineering Associate (SEA) IV, and three (3) SEA III at a total direct cost of \$328,664 (6-months remaining in fiscal year). All new positions will be funded by the Building and Safety Enterprise Fund (48R), with no impact to the General Fund.

Position	Salary ¹	Related Costs ²	Expenses ³	Quantity	Total Cost
Sr. Struct Eng	\$67,503	\$51,863	\$5,201	1	\$124,567
Struct Engrg Assoc IV	\$55,045	\$42,291	\$3,289	2	\$201,250
Struct Engrg Assoc III	\$50,357	\$38,689	\$1,427	3	\$271,419
Total Direct Costs:					\$328,664
Total Additional Gen Fund Receipts (Related Costs):					\$254,879
Total Enterprise Fund (48R) Cost:					\$583,543

1-FY 2015-16 Wages and Count Salary for six months (January through June 2016), less 4.5% salary savings

2-Total of 77.55%, using CAP 37 rates: Fringe 40.73%, Central Services 14.65%, Dept. Admin. & Support 22.17%, and CTO 21.84%

3-Expenses include FY 2015-16 rates for contractual services, operating supplies and other expenses.

Background

A concrete building is a building having concrete floors and/or roofs supported by concrete walls and/or concrete columns, with or without masonry infills, and any combination thereof. Non-ductile reinforced concrete buildings (most concrete buildings built before the implementation of the 1976 code) are among the most deadly buildings to occupy during an earthquake. During the 1971 San Fernando earthquake, the collapse of Olive View Hospital exposed the serious deficiencies of this type of building and led to significant changes in the building code to prevent their future construction. However, older buildings with these structural deficiencies still exist across the City. Brittle portions of these buildings, like columns and frame connectors, have limited capacity to absorb the energy of strong shaking and the ground shifting past their limited elastic range, increasing the likelihood of the building's collapse and the death or serious injury of inhabitants.

- On January 16, 2004, a Motion (Smith-Padilla) was introduced in City Council instructing LADBS to report back on how to identify and inventory these structures, determine the risk level, categorize these structures, and make recommendations on how to proceed.
- On January 14, 2015, a Motion (Cedillo-Englander) was introduced in City Council instructing the Housing and Community Investment Department to draft language to mandate retrofits of soft story and concrete buildings within the City of Los Angeles after

2015-16 New Service Request – Justification

the release of Mayor Eric Garcetti's "Resilience by Design" Report which made the recommendation for the mandate.

- On September 9, 2015, the Department of Building and Safety and City Attorney were instructed to draft the language to mandate retrofits of soft-story and non-ductile reinforced concrete buildings within the City of Los Angeles as outlined in the Resiliency by Design Report.
- On October 9, 2015, the City Council adopted Ordinance No. 183893 amending Divisions 93 and 95 of Article I of Chapter IX of the Los Angeles Municipal Code to establish mandatory standards for earthquake hazard reduction in existing wood-frame buildings with soft, weak, or open-front walls (soft story) and existing non-ductile concrete buildings, and amending Sections 152.02, 152.04, 152.05 and 152.08 of Article 2 of Chapter XV of the Los Angeles Municipal Code to grant authority to the Rental Adjustment Commission to modify the City's Tenant Habitability Program requirements for the purpose of implementing seismic retrofit mandates.

Phases for Implementation

- I. Survey – LADBS will conduct a survey of various lists to provide an inventory of non-ductile concrete buildings within the scope of the ordinance; this phase will take from two to three years to complete. Since non-ductile reinforced buildings are not easily identified from the outside, site visits are required to determine if the material of construction is concrete rather than wood or steel framing.
- II. Sending Notices – Once LADBS has completed the survey, notices will be sent to owners that the building may possibly be a non-ductile concrete building. In addition, per the ordinance, LADBS will be required to record an affidavit with the LA County Recorder's Office indicating the building is within the scope of the ordinance.
- III. Plan Checking – The ordinance requires building owners to respond with a completed building data form, structural analysis, and permits within specified time periods. These reports will require the review of Engineering and Inspection staff, and documenting the completion of each step required by the ordinance. This step applies to plan checks submitted from adoption of the ordinance.
- IV. Inspections – For buildings that require retrofitting, LADBS will permit and inspect all retrofit work. Once the work is complete, a final inspection will confirm compliance with the ordinance.
- V. Completion – After the final inspection is approved, LADBS will issue a completion certificate and terminate the affidavit that the retrofit work has been completed in compliance with the ordinance.

The Department's staffing request will provide the resources necessary to begin Phase I and identify and account for pre-1977 structures throughout the City that are not listed in the Department's databases. This process involves culling a list of all buildings throughout the City. The site surveys will be guided by existing preliminary lists from several resources, including the UC Berkeley researchers list, Housing and Community Investment Department, Los Angeles County Assessor's property records, and other city databases. The requested engineers will then narrow down the list by utilizing various City mapping resources and

2015-16 New Service Request – Justification

Department records, thereby producing a categorized list of these properties that identifies non-ductile buildings and buildings that require further investigation. It will take approximately two years for the requested resources to complete these initial tasks, and an additional year to inspect buildings requiring further investigation.

Alignment with Priority Outcome(s)

Departments should select the Priority Outcome area within which this Service best aligns. Describe how this Service addresses the Budget Guidance Document's goals in selected Priority Outcome area.

Priority Outcome: No. 3 – Make our communities the safest in the nation

Description: This request is in line with priority's Goal No. 3, to improve the City's and communities' resilience against Earthquakes and other natural disasters by reducing the risk of death or injury in existing concrete buildings. The danger is not just the damage accrued during an earthquake, but also that the buildings are no longer usable thereafter, forcing people to deal with further alternative housing and business challenges.

Performance Metrics

All numerical metric data should be provided on the Excel Metric template. At minimum, one metric must be provided for this new requested Service. Identify briefly here the metric(s) applicable to this Service and describe why the metric(s) is an appropriate measure for this Service.

This is a new service, and no performance metrics currently exist. Activities performed by this unit do not easily lend themselves to performance tracking, as there is often no measurable work product and the service is for a limited scope and time.

Partnering with Residents and Civic Groups

Describe if/how this service will address the Mayor's outcome of "Partnering with Residents and Civic Groups."

The requested positions will provide information regarding the Ordinance to members of the community as well as any other interested parties.

Coordination with other City departments

Describe the coordination that will occur with other City departments for this service. List services provided by any other City departments that are associated with this requested service and that are required to be continued in order to support this new service.

LADBS worked with the City Attorney, Housing and Community Investment Department, and the Mayor's Office to develop the Soft-Story and Non-Ductile Concrete Ordinance. Los Angeles is the only jurisdiction to adopt a mandatory retrofitting program for non-ductile concrete buildings.

Justification

Describe what positions/items are being requested and provide a justification as to why these items should be approved.

Senior Structural Engineer

The requested position will oversee the implementation of Phase 1 for the Non-Ductile Concrete Program. The Sr. SE will manage staff conducting the non-ductile survey based upon a list of all buildings throughout the City from resources provided by UC Berkeley, Housing and Community Investment Department, Los Angeles County Assessor, and other city databases. This list of potential non-ductile properties will provide a base list requiring further review utilizing various City mapping resources, Department records, and physical inspections. The Sr. SE and their staff will produce a categorized list of non-ductile buildings

2015-16 New Service Request – Justification

and buildings that require further investigation. The Sr. SE will manage the development of the seismic retrofit procedure through collaboration between LADBS and structural engineers. Management reports will be prepared by the Sr. SE that tracks projects through the compliance steps. The Sr. SE will also manage SEA IV's responsible for plan check and issuance of non-ductile concrete retrofit permits.

Structural Engineering Associate IV

The two requested positions will provide essential subject matter expertise to the unit tasked with implementing Phase 1 of the Non-Ductile Concrete Program. SEA IV positions serve as non-supervising, technical advisors throughout the Department, providing a high level of technical expertise, but cannot supervise per the pay grade description. These positions will assist the entire engineering unit in producing the categorized list of non-ductile buildings and buildings that require further investigation. SEA IV positions will plan check buildings with the most complex seismic retrofit schemes; they will also assist the Sr. SE with the preparation of management reports that track projects through the compliance steps.

Structural Engineering Associate III

The three requested positions will serve as the line staff implementing Phase 1 of the Non-Ductile Concrete Program. The SEA III's will provide the bulk of the effort needed to produce the categorized list of non-ductile buildings and buildings that require further investigation. The SEA III's will plan check buildings with less complex seismic retrofit of non-ductile concrete.

Describe any potential revenue for this Service

This service will be funded by a fee that will be deposited into the LADBS Building Permit Enterprise Fund (Fund 48R). This special fund holds all revenue generated from new construction engineering and inspection services the Department provides and pays for all expenditures related to the services provided. Enterprise Fund revenue has a direct correlation to workload as fees are paid to provide services (plan check, permit/inspections, engineering reports, etc.). As workload increases, so does revenue.

Additional comments (optional)

NON-DUCTILE CONCRETE POSITIONS INTERIM BUDGET PACKAGE FY 2015-16

QTY	JOB CLASS	CLASS TITLE	FY 2015-16 WAGES & COUNT ¹	FLAT RATE BONUS ⁴	Salary Savings 4.5%	FY 2015-16 Net Salary	Total Related Costs ²	FY 15-16 Mileage	Other Expenses ³	Total Mileage + Exp.	Annual Cost	Total 6 Month Cost ⁵
1	7957-3	STRUCTRL ENGRG ASSC III	\$ 105,459	\$ -	\$ 4,746	\$ 100,713	\$ 99,374	\$ 350	\$ 2,504	\$ 2,854	\$ 202,941	\$ 102,723
1	7957-3	STRUCTRL ENGRG ASSC III	\$ 105,459	\$ -	\$ 4,746	\$ 100,713	\$ 99,374	\$ 350	\$ 2,504	\$ 2,854	\$ 202,941	\$ 102,723
1	7957-3	STRUCTRL ENGRG ASSC III	\$ 105,459	\$ -	\$ 4,746	\$ 100,713	\$ 99,374	\$ 350	\$ 2,504	\$ 2,854	\$ 202,941	\$ 102,723
1	7957-3	STRUCTRL ENGRG ASSC IV	\$ 115,278	\$ -	\$ 5,188	\$ 110,090	\$ 108,626	\$ 350	\$ 6,228	\$ 6,578	\$ 225,295	\$ 115,761
1	7957-3	STRUCTRL ENGRG ASSC IV	\$ 115,278	\$ -	\$ 5,188	\$ 110,090	\$ 108,626	\$ 350	\$ 6,228	\$ 6,578	\$ 225,295	\$ 115,761
1	9425-0	SR STRUCTURAL ENGINEER	\$ 141,368	\$ -	\$ 6,362	\$ 135,006	\$ 133,211	\$ 1,183	\$ 9,219	\$ 10,402	\$ 278,619	\$ 143,919
6		Totals	\$ 688,301	\$ -	\$ 30,974	\$ 657,327	\$ 648,585	\$ 2,933	\$ 29,187	\$ 32,120	\$ 1,338,032	\$ 683,610

- Salaries are based on LADBS FY 2015-16 Wages and Count.
- Related Costs are based on CAP 37: Fringe benefits (40.73%), Central Services (14.07%); Department Administration & Support (22.03%) and Compensated Time-Off (21.84%).
- Other expenses include: Laptop, cell phone service, data connectivity, and other standard costs for new positions.
- These posns are not eligible for structural bonus.
- Includes 100% of other expenses, as these are new posns; 50% of mileage, net salary, related costs.