

AGENDA

BOARD OF LAW LIBRARY TRUSTEES of the LOS ANGELES COUNTY LAW LIBRARY

SPECIAL BOARD MEETING

Monday, December 3, 2018

10:00 AM


MILDRED L. LILLIE BUILDING

TRAINING CENTER

301 WEST FIRST STREET

LOS ANGELES, CA 90012-3140

I, Hon. Mark A. Juhas, President, do hereby call a special meeting of the Board of Trustees of the Los Angeles County Law Library to be held at the time and place listed above to discuss the matters identified on this agenda.


Hon. Mark A. Juhas, President

ACCOMMODATIONS

A person with a disability may contact the Board Secretary's office at (213) 785-2511 at least 24 hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

AGENDA DESCRIPTIONS

The agenda descriptions are intended to give notice to members of the public of a brief general description of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action. The President reserves the right to discuss the items listed on the agenda in any order.

REQUESTS AND PROCEDURES TO ADDRESS THE BOARD

A member of the public has the right to address the Board on agenda items only. All requests to address the Board must be submitted in person to the Board President prior to the start of the meeting. Public comments will be taken at the beginning of each meeting as Agenda Item 1.0. A member of the public will be allowed to address the Board for a total of three (3) minutes unless the President grants more or less time based on the number of people requesting to speak and the business of the Board. When members of the public address the Board on agenda items, the President determines the order in which speakers will be called. Persons addressing the Board shall not make impertinent, slanderous or profane remarks to the Board, any member of the Board, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts or disturbs the orderly conduct of any Board Meeting. The President may order the removal of any person who disrupts or disturbs the orderly conduct of any Board Meeting.

AGENDA MATERIALS

Unless otherwise exempt from disclosure, all materials relating to items on the agenda distributed to all, or a majority of the members of the Board less than 72 hours prior to the meeting shall be made available for public inspection at the time the writing is distributed in the Executive Office of the Law Library.



CALL TO ORDER

1.0 PUBLIC COMMENT

2.0 DISCUSSION ITEMS

2.1 Determination of Need to Undertake Emergency Repairs Relating to Broken Water Intake Pipe and Water Damage

3.0 ADJOURNMENT

The next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, January 23, 2019.

POSTED FRIDAY, NOVEMBER 30, 2018 @ 12:00 P.M.

POSTED BY ANN MARIE GAMEZ



AGENDA ITEM 2

DISCUSSION ITEMS

- 2.1 Determination of Need to Undertake Emergency Repairs Relating to Broken Water Intake Pipe and Water Damage

MEMORANDUM

DATE: December 3, 2018

TO: Board of Law Library Trustees

FROM: Sandra Levin, Executive Director
Jaye Steinbrick, Senior Director

RE: Determination of Need to Undertake Emergency Repairs Relating to Broken Water Intake Pipe and Water Damage

INTRODUCTION

The Board is asked to ratify (by a four-fifths vote) the determination of emergency made by the Executive Director with respect to repairs relating to a broken water intake pipe and resultant water damage.

BACKGROUND

Unfortunately, a major water supply pipe burst at the Law Library on Thanksgiving morning. We were informed by the Fire Department that the main water supply pipe to our fire suppression system had burst underground and had been forcing water up through surface of the driveway on Broadway for an unknown period of time.

The water had to be shut off immediately. The shut-off disabled the fire protection system, leaving us more vulnerable to a fire. The Fire Department placed us on “emergency fire watch” which requires regular checks (every 30 minutes) around the clock until the fire protection system can be brought back online and fully operational.

The Executive Director made the determination that an emergency exists that requires the repair of the following situations:

1. The repairs necessary to reinstate the fire protection & suppression systems. The building and all persons in it were at increased risk until the Fire Protection System could be restored. This required excavation and repair of the 6” broken water pipe to restore water service to the Fire Suppression System, which has been completed.
2. The repairs necessary to restore an even, stable surface to the driveway and loading dock. The water caused extensive erosion of the asphalt driveway and the soil underneath it. The asphalt became cracked and uneven in many places and a large sinkhole developed under the asphalt in the area of the burst pipe. Because of the location of the emergency exits, we can minimize, but cannot prevent, pedestrian use of this area. The sinkhole posed an immediate safety hazard. The uneven surface and cracks are not stable and as they worsen could



present a significant tripping hazard. As soon as the pipe was repaired, the sinkhole was filled and the rest of the repairs to the asphalt are in progress.

3. Removal of water and drying out of the elevators and shafts. Water drained into two of the elevators and shafts five feet deep. Because of electrical components in the elevator shafts, failing to remove the water would not only have ensured additional damage, it would also have created risk of electrical shortage. The water has been removed, the equipment serviced and the elevators have been cleared as operational.
4. Clearing the lower level parking of mud and debris. A large quantity of water and mud was forced under the asphalt and down the driveway to the lower level subterranean parking. Once the water flow was shut off, the water subsided but the mud remained. In order to protect against further damage or water intrusion, as well as mold and other health hazards, the mud needed to be removed, the drains cleared and the area dried. That has now been 95% completed.

The above repairs commenced on Monday, November 26, 2018.

Public works contracts may be awarded without competitive bidding where an agency makes a finding that an emergency exists that requires the immediate expenditure of public money to safeguard life, health, or property. Pub. Cont. Code §§1102, 20168, 22050. More specifically, Public Contracts Code § 22050(b)(1) and (c)(2) provide that where the governing body has delegated authority to contract to the chief officer of the agency by resolution, that officer may make the emergency finding and commence the repair or replacement of a public facility and submit the facts to the legislative body at a Special Meeting within 7 days after the action, to determine, by a four-fifths vote, to ratify the initial determination and determine whether there is a need to continue.

At the Law Library, the Governance Resolution adopted by the Board authorizes the Executive Director to approve and sign contracts not to exceed \$100,000 and to conduct the operations of the Library. Accordingly, the Executive Director determined that an emergency existed and that the above repairs were required to safeguard life, health, or property.

The costs of repairs to date will be provided to the Board at the Board meeting. We will also provide an update as to the status of the above repairs.

Lastly, please note that there is additional work that is not discussed here because it does not fall within the definition of a Public Work (e.g., sorting through damaged items that were held in storage closets on the subterranean level).

RECOMMENDATION

Staff recommends that the Board determine by a four-fifths vote that: 1) an emergency existed that requires the immediate expenditure of public money to safeguard life, health, or property; and 2) there is a need to continue the repair of the above items until completed.

