




Los Angeles
Department of
Water & Power

INFORMATIONAL BOARD LETTER


Aram Benyamini (Apr 1, 2024 14:40 PDT)

ARAM BENYAMIN
Chief Operating Officer



MARTIN L. ADAMS
General Manager and Chief Engineer

DATE: March 29, 2024

SUBJECT: John Ferraro Building Depopulation Plan

SUMMARY

A major component of the successful completion of the John Ferraro Building (JFB) Renovation and Modernization Project is to depopulate the building to provide construction forces access to the building and grounds free from all non-essential personnel and assets. The plan to fulfill these requirements has necessitated the creation of a depopulation plan. The goal of the depopulation plan is to ensure that Department business continues without interruption, ensure that critical infrastructure is protected from damage and continues its core functions, and enables affected LADWP employees to perform their duties in safe and productive work environments.

BACKGROUND

Studies have revealed that the execution of the JFB Renovation and Modernization Project will be safer and more efficient with the building substantially unoccupied. The JFB currently houses approximately 3,300 employees, is the center for various critical Information Technology (IT), billing, mailing, printing, and communication systems, and hosts various events and public meetings. The search for temporary facilities to accommodate these resources has revealed that the leasing of commercial office space will require the execution of lease contracts more than \$3.7M, in addition to the substantial amount of tenant improvement work that would add approximately three years to the project.

As an alternative to the temporary leasing model, plans to move the Commission Offices, Boardroom, critical IT, printing, mail, and employee counter offices to existing LADWP facilities are being executed. In conjunction with this, an employee telework plan is being developed through a meet-and-confer process with International

Brotherhood of Electrical Workers, Local 18. The telework plan will include the opening of multiple telework hubs (Work Hubs) that will serve as a supplement to working at home by providing reservable space for employees and groups.

SCOPE OF WORK

Six LADWP-owned or controlled facilities will be utilized to execute this plan; these include the following:

- Joint Service Center, 1230 West 3rd Street – Floors 1-3 of this 5-story building will house the internal counter services including Retirement, Personnel, Health Plans, Workers Compensation (WC), Commuter and Reservation Services (CARS), ID Badging, Equal Employment Opportunity Services (EEOS), the Employees Association (EA), and a possible satellite location for the Water and Power Community Credit Union. Floors 4, 5, and a portion of floor 3 will be the home for a downtown area employee Work Hub.
- Pacific Stock Exchange Building, 233 South Beaudry Street – LADWP is currently leasing three floors of this building. Floor 11 will be utilized for the storage of critical physical files from JFB, workstations for employees from various groups, and training facilities. The Penthouse level will provide additional employee Work Hub space.
- 6060 Sepulveda Office Building – 50 percent of the first floor of this 3-story building will be the home for a Mid-San Fernando Valley employee Work Hub.
- Eagle Rock Building, 815 Colorado Boulevard – Floor 1 of this 6-story building will house a Customer Service Center; floor 2 will house critical IT infrastructure including the Network Operations Center (NOC), Security Operations Center (SOC), Central Monitoring Station, and the Visualization Center; floor 5 will house the IT and Picture Archiving Communication System (PACS) servers, and be the home for an Eagle Rock area employee Work Hub; floor 6 will house the Commission offices and Boardroom. The specification sheet for the Boardroom is included in appendix A.
- 3200 San Fernando Road – This location is the former home of Shepherd University and is comprised of two large concrete buildings. The East Building will be the home for the Mail Center (MC), Print Center (PC), Remittance Processing Center (RPC), Print Shop (PS), Reprographics Shop (RS), and Supply Chain Store number 71. The West Building will be built out for Water System offices and contains a 338-seat auditorium for meetings, training, and events.
- Figueroa Plaza, 221 North Figueroa Street – LADWP is currently leasing four floors of this building. Approximately 75 percent of floor 9 will be the home for the new LA Connect public interface counter facility. Space planning is in

progress for the displaced groups including Financial Systems Replacement, Efficiency Solutions, Supply Chain Services, and EEOS.

A map of these facilities is included in appendix B.

JFB is a hub for many communications and security systems including the Main Distribution Frame (MDF), the Los Angeles Water System Data Acquisition and Control Unit servers, and the roof-mounted microwave towers. Also, JFB is the home of the Fleet M03 Vehicle Repair Facility, the Motor Pool Office, and approximately 300 electric vehicle chargers. These critical resources will be too costly and time consuming to relocate, and therefore will be protected in place and remain in operation during construction. Rental office trailers will be procured and staged in various parking areas around JFB to provide offices and meeting rooms to Executive Management and a temporary health clinic for Occupational Health Services (OHS). The JFB Customer Service Center will either be housed in a rented space at the Water and Power Community Credit Union (WPCCU) Sunset Branch, or in one of the temporary trailers.

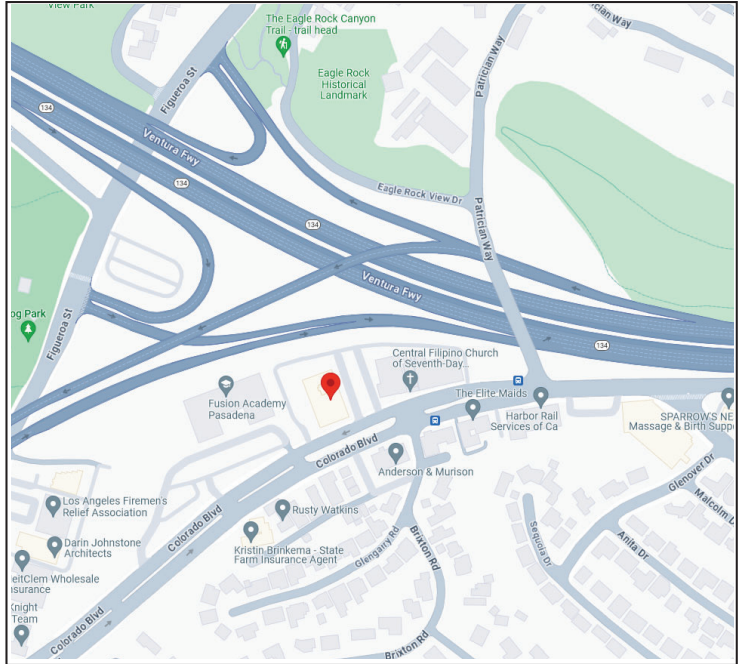
Employees of the remaining JFB occupying groups not mentioned herein will engage in the telework plan currently being formulated. In conjunction with the telework plan, a minimum of two Work Hubs is anticipated to be open at the time of depopulation, with two others to be opened in the subsequent year.

CURRENT STATUS

The depopulation schedule is as follows:

- IT infrastructure: NOC, SOC, IT/PACS Servers, Data Center – April 2025
- Mail and Print Services: PC, MC, PS, RS, RPC – September 2025
- Commission Offices and Boardroom – April 2025
- JFB Customer Service Center – April 2025
- WPCCU, JFB Branch – April 2025
- Internal Counters: Retirement, Personnel, Health Plans, WC, CARS, ID Badging, EA, EEOS – April 2025
- Manager Hub and OHS trailers – July 2025 (procured through the construction contract)
- Critical File Storage – April 2025
- General population telework: JFB 6th Floor Pilot Work Hub – May 2024
- General population telework: 6060 Sepulveda Work Hub – April 2025
- General population telework: 1230 West 3rd Street Work Hub – April 2025

APPENDIX A



Name:	Eagle Rock Building Temporary Board Facility
Location:	815 Colorado Blvd.
Site Facilities:	6th Floor - 13,984 sq. ft. (approximately 11,500 sq. ft. office area)
Current Use:	External Tenant Occupied and Vacant
Zone:	Eagle Rock (Northeast of LA Metro Area)
Parking:	315 Spaces
Estimated Cost:	\$1,500,000

JFB Depopulation Plan Map

APPENDIX B

