



**BOARD OF SUPERVISORS  
AGENDA LETTER**

**Agenda Number:**

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** General Services  
**Department No.:** 063  
**For Agenda Of:** April 20, 2010  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Bob Nisbet (560-1011)  
Director(s)  
Contact Info: Paddy Langlands, Assistant Director (568-3096)

**SUBJECT:** **Clerk Recorder Assessor Election Division Consolidation Project #8685, Phase II –  
4440 Calle Real, Santa Barbara  
Construction Contract Amendment No. 1  
2<sup>nd</sup> Supervisorial District**

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- A. Authorize the Chair to execute the attached Amendment No. 1 to the contract with SBS Corporation for the Phase II of the Clerk Recorder Assessor Election Division Consolidation Project (Project #8685) located at 4440 Calle Real, Santa Barbara, in the amount of \$140,000, upon return of the Contractor's executed contract documents and the review and approval of the County Counsel, Auditor-Controller and Risk Manager or their authorized representatives for a total amended contract amount of \$345,161.

**Summary Text:**

The County of Santa Barbara entered into a contract in the amount of \$205,161 with SBS Corporation on January 12, 2010 to perform maintenance alterations to 6,000 square feet of the lower level and 6,000 square feet of the upper level of the County-owned building located at 4440 Calle Real in Santa Barbara, including removal of non-load bearing walls, flooring replacement, paint, and electrical and data wiring. Amendment No. 1 will modify the contract with SBS Corporation in the amount of \$140,000 to provide for replacement of existing single-pane, non-operable windows with double-pane, and in some cases

operable, windows. The new windows will enhance employee work conditions on the lower level by providing fresh air, and will reduce energy costs. The savings in energy costs will eventually exceed the cost of the work. Amendment No. 1 will not increase the overall project budget, which is estimated at \$1.6 million.

**Background:** The Veterans Administration Building located at 4440 Calle Real, Santa Barbara, is a 24,000 square foot county owned facility built in 1967 on the Calle Real Campus. In 2005 the US Federal Veteran's Administration vacated all but approximately 6,000sf on the upper level of the building, and continues to serve as an outpatient clinic. Since that time most of the building has remained vacant and several options have been studied for how best to use the building including possible use as an interim Emergency Operations Center (EOC). It was subsequently determined that the space would adequately serve the needs of the Clerk Recorder Assessor's Elections division and allow consolidation of staff and operations presently housed within 3 different facilities including leased space.

Phase IA of this project was completed in 2009 and accomplished repairs to the existing space within the Veteran's Clinic to allow it to serve as a ballot storage room including removal of built in casework, addition of an FM-200 fire suppression system, and general maintenance. Phase IB will perform similar maintenance to 6,000sf of the lower level of the building including carpet replacement, demolition of select non-load bearing partitions, paint, and distribution of data and telephone to serve as the county's Vote by Mail Processing facility (note: In the past this function was performed in leased space at an annual cost of about \$200,000/year). The total project cost of Phases IA and IB is estimated at \$500,000.

Phase II, the subject of the recommended Board action herein, will repair the remainder of available square footage on the 1st floor of the Vets (approximately 6,000sf), and approximately 6,000sf of the 2nd floor, and will also prepare the building for the installation of an emergency generator automatic transfer switch, installation of a card reader access system, a security camera system and relocation of the existing server. The total project cost of Phase 2, while originally estimated at \$1,600,000, is estimated to cost \$1,100,000 based on the low bid.

On January 12, 2010, the County of Santa Barbara entered into a construction contract in the amount of \$205,161 with SBS Corporation to perform the Phase 2 repairs. Amendment No. 1 to the construction contract will amend the contract with SBS Corporation in the amount of \$140,000, for a total contract amount of \$345,161 and will allow for replacement of the existing single paned, non operable windows with dual paned, and in some cases, operable windows in order to allow for fresh air in employee occupied areas. The new windows will also reduce energy costs, and these savings will eventually exceed the cost of the work. The work will include adding 44 operable windows and 77 fixed windows, all double paned with E glass.

Amendment No.1, while increasing the amount of the construction contract for Phase 2 with SBS Corporation, will not increase the overall project budget since the construction bids for both Phases 1 and 2 came in significantly below the original construction estimates. The overall budget for the project is currently \$1,600,000, which is the CaLease loan amount approved by the Board on September 15, 2009.

**Performance Measure:**

General Services anticipates that construction can be completed in June of 2010.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
Phases IA and IB - CaLease loan	\$ 500,000.00		\$ 500,000.00
Phase II - CaLease loan	\$ 1,100,000.00		\$ 1,100,000.00
Total	\$ 1,600,000.00	\$ -	\$ 1,600,000.00

**Narrative:**

The total cost of the project is estimated to be \$1,600,000, including construction and related soft costs for Phases IA, IB and II. Phase II is estimated to cost \$1,100,000. All project phases are budgeted, with \$704,350 of the funds being available in Fund 0030 Department 063, Account 8700, Program 1930, Project 8685, and the remaining \$895,650 in funds being available as deposited with the Trustee as selected by the Clerk Recorder Assessor. On July 30, 2009, the Debt Advisory Committee (DAC) unanimously recommended that the Board of Supervisors consider financing Phase II of the project, with the annual payment being no more than the current payment being made for Election's space. The CaLease loan documents were approved by the Board on September 15, 2009, and proceeds were confirmed on deposit with the Trustee on December 3, 2009.

**Staffing Impacts:**

**Legal Positions:**  
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**FTEs:**  
0

**Special Instructions:**

Please forward a copy of the Minute Order to: Jill Van Wie, General Services Department

**Attachments**

Draft Copy Construction Amendment

**Authored by:**

Jill Van Wie, General Services Department, (805) 560-1079