



**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: June 25, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Kirk Lagerquist, Director (805) 560-1011
Contact Info: John Green, Division Chief (805) 934-6229

DocuSigned by:
Kirk Lagerquist
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SUBJECT: Award Professional Services Agreement for Project No. 22024- Santa Barbara Veterans Memorial Building Seismic and HVAC Upgrades Project

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a Professional Services Agreement (Agreement) for design services in the amount of \$239,780.00 with A3 Engineering, LLP (Not a Local Vendor) for the Santa Barbara Veterans Memorial Building Seismic and HVAC Upgrades Project, County Project 22024 in the First Supervisorial District;
- b) Authorize the Director of General Services or his Capital Division Chief designee to approve Supplemental Service Orders in an aggregate amount not to exceed \$23,978 to address changes or additions to the work being performed under the Professional Service Agreement with A3 Engineering;
- c) Authorize the Director of General Services to (i) amend the Agreement to extend the Term of the Agreement by up to six (6) additional months, and (ii) terminate the Agreement in accordance with the provisions of the Agreement.
- d) Find that the proposed action(s) do not constitute a project within the meaning of CEQA, pursuant to 14 CCR 15262, Feasibility and Planning Studies that will not result in direct or indirect physical changes in the environment, and approve the filing of a Notice of Exemption on that basis.

Summary Text:

This item is before the Board for approval of a Professional Services Agreement with A3 Engineering in the amount of \$263,758.00, including contingency. The Scope of Work under the Agreement includes providing the following items: a feasibility study based on an assessment of the site conditions and integrity of the existing infrastructure; an environmental assessment to determine the level of environmental documentation needed; a hazardous material assessment; construction bidding documents including phased design plans, construction cost estimates, specifications and construction oversight.

Background:

Historically, Veterans Memorial Buildings were built throughout the 1920s and 1930s, in dedication to those who fought in World War One. The Santa Barbara Veterans Memorial Building was constructed in 1927 and is a City Landmark on the National Register of Historic Structures. The site is approximately 0.48 acres and is located on Santa Barbara's waterfront. The facility serves as an important community resource for veterans, non-profit groups and other residents.

The facility has been under County ownership for many decades and is under daily management by the Community Services Department's Parks Division. The HVAC systems located within the facility are reaching, or are beyond, their useful life and require upgrade or complete replacement. Currently, the main ballroom does not have air conditioning, which limits the possible programming of the space. Due to the age and configuration of the facility, the project will require a structural assessment specific to the HVAC system replacement to ensure that all improvements can be supported and meet applicable seismic and structural codes. Additionally, the second floor Coastal Room was previously modified and two roof columns were removed and the grade beam modified. The structural analysis portion of the project will require assessment of this element and recommendations and plans to address this condition, if required. The project will also require the electrical system within the facility to be evaluated and improvements proposed to support the current operations as well as upgrades included in the project scope to support the proposed HVAC Systems.

On January 23, 2024, General Services (GS) solicited proposals architectural, engineering and environmental services for the energy, electrical and structural upgrades to the Santa Barbara Veterans Memorial Building. On March 5, 2024, General Services received two proposals, both of which were evaluated according to the Qualifications Based Selection (QBS) process outlined in the Request for Qualifications/Proposal (RFQ/P). A review committee consisting of GS Capital Division and Community Services staff conducted the review and scoring process, and coordinated consultant interviews. A3 Engineering was determined to be the most qualified firm.

Environmental:

The Santa Barbara Veterans Memorial Building will be evaluated for potential environmental impacts for CEQA/NEPA. A presentation of the potential environmental issues will be outlined in an assessment report generated by the consultant. NEPA/CEQA and other environmental regulations that may be associated with the site both in its current state and through potential re-use or future modifications of the site will be a part of the assessment. Providing the environmental assessment review is a requirement of the Federal grant received for this project prior to the release of grant funds.

Performance Measure:

A3 Engineering and their team will be responsible for completing the initial assessments and producing contract bid documents including plans, cost estimates and specifications. General Services will review 35%, 65%, 95% and 100% submittals for accuracy and completeness. The 100% documents will be solicited for bid to ultimately award a construction contract to complete the proposed improvements.

Fiscal and Facilities Impacts:

Budgeted: yes

Fiscal Analysis:

<u>Funding Source - A3 Engineering Design Services Agreement</u>	<u>FY 2024-25 Cost</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 263,758.00	\$ 263,758.00
Total	\$ 263,758.00	\$ 263,758.00

Narrative:

The total design services Agreement with A3 Engineering, including a Supplemental Service Allowance, amounts to \$263,758.00. Funding to begin this phase of the Project for the HVAC upgrades and structural improvements, was allocated from the General Fund, General County Programs Department 990, in the FY 2024-25 Approved Budget in the amount of \$750,000.00. The Santa Barbara Veterans Memorial Building was also awarded a \$1.3 million Federal Housing and Urban Development Grant for seismic and safety upgrades, which were made available by Congress through the Economic Development Initiative. Funds for this grant will become available upon completion of the environmental review and must be expended by September 30, 2030.

Funds for this project will be budgeted in the Capital Outlay Fund 0030, Project 22024, for the Santa Barbara Veterans Memorial Building System and Safety Upgrades project. The design activities will begin in FY 2024-25 and continue into FY 2025-26.

Key Contract Risks:

General Services will be working closely with A3 Engineering to facilitate the complete design package under the Agreement. Progress payments will be made to A3 Engineering based on deliverables to the County as outlined in the Scope of Work.

Special Instructions:

Please send one copy of the Minute Order and two duplicate executed originals of the Professional Service Agreement to Danielle Chanley, General Services, 912 W. Foster Road, Santa Maria, CA.

Attachments:

1. 22024-Professional Service Agreement with A3 Engineering
2. 22024-CEQA Notice of Exemption

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Authored by:

Danielle Chanley, Project Manager, General Services Department