

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



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

**Agenda Number:**  
**Prepared on:** 7/19/05  
**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** 9/13/05  
**Placement:** Administrative  
**Estimate Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Tom Alvarez, Director  
General Services Department

**STAFF**

**CONTACT:** Jill Van Wie, Capital Projects Coordinator (560-1079)  
General Services Department

Robert Ooley, County Architect  
General Services Department

**SUBJECT:** Santa Maria Clerk-Recorder-Assessor / Treasurer-Tax Collector Counter Remodel  
Project # T02002/8647  
5<sup>th</sup> Supervisorial District

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**Recommendations:**

That the Board of Supervisors:

- a) Approve and authorize Chair to execute Amendment No. 1 to the purchase order with Pete Mabery Construction for the Clerk-Recorder-Assessor / Treasurer-Tax Collector Counter Remodel for electrical and cabinetry revisions and additional building improvements in the amount of \$35,410, for a total contract amount of \$132,740; and
- b) Approve the Notice of Completion.

**Alignment with Board Strategic Plan:**

*The recommendations are primarily aligned with Goal No. 2 Ensure the Public Health and Safety and Provide Essential Infrastructure.*

**Executive Summary and Discussion:**

The County of Santa Barbara entered into a contract (via Purchase Order #DP00320) in the amount of \$97,330 with Pete Mabery Construction on December 15, 2004, to remodel the front counter and reception area of the Clerk-Recorder-Assessor / Treasurer-Tax Collector office in Santa Maria. The remodel was

Subject: Santa Maria CRA / TTC Counter Remodel  
5<sup>th</sup> Supervisorial District  
Agenda Date: September 13, 2005  
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necessary to provide ADA accessible counter space for employees, and improve customer service to the public by providing both ADA accessible and standing pay-point computer terminals.

There were several changes and additions to the project bringing the total cost of the project over the \$100,000 purchase order threshold. The additions include installation of additional can lighting, revisions to the installed countertop material, addition of siding underneath the public side counters, and revisions to the cabinetry and countertops to allow for an improved ergonomic set-up.

This Amendment will amend the purchase order in the amount of \$35,410, for a total contract fee of \$132,740. This project is 100% complete, and the Notice of Completion will allow for the release of retention.

**Mandates and Service Levels:**

There are no mandates or service levels.

**Fiscal and Facilities Impacts:**

Funds for this project have been appropriated and are available in Fund 0030, Dept. 063, Account 8700, Program 1930, Project 8647.

**Special Instructions:**

Upon approval, please forward a copy of the Minute Order and (1) duplicate original Amendment to Jill Van Wie, Capital Projects Coordinator, Courthouse East Wing, 2<sup>nd</sup> Floor.

CLERK-RECORDER-ASSESSOR / TREASURER-TAX COLLECTOR COUNTER REMODEL  
AUTHORIZED CONTRACT AMENDMENT  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF AMENDMENT OF PURCHASE ORDER )  
WITH PETE MABERY CONSTRUCTION ) AMENDMENT NO. 1  
CRA / TTC COUNTER REMODEL )  
SANTA MARIA, CA )

WHEREAS, the County of Santa Barbara (COUNTY) and PETE MABERY CONSTRUCTION (CONTRACTOR), 129 North 'G' Street, Lompoc, CA 93436, entered into a contract via purchase order (PO#DP00320) dated January 3, 2005, for the amount of NINETY-SEVEN THOUSAND THREE HUNDRED THIRTY DOLLARS (\$97,330) for the Clerk-Recorder-Assessor / Treasurer-Tax Collector Counter Remodel, Project Number T02002/8647, Santa Maria California; and

WHEREAS, the General Conditions permit alterations in the cumulative amount not to exceed ten percent (10%) of the contract amount, provided they are specified in writing, and agreed upon by the CONTRACTOR and the Director of the General Services Department; and

WHEREAS, it has been deemed necessary by the Director of General Services Department, to make the following alterations known as Amendment No. 1, for a total of THIRTY-FIVE THOUSAND FOUR HUNDRED TEN DOLLARS (\$35,410) and a FORTY-ONE (41) calendar day time extension in the Contract period; and

WHEREAS, CONTRACTOR will perform the alterations stated in “Exhibit C” and attached hereto, for a total addition of THIRTY-FIVE THOUSAND FOUR HUNDRED TEN DOLLARS (\$35,410) and a FORTY-ONE (41) calendar day time extension in the contract period.

NOW, THEREFORE, the Agreement is amended as follows:

Section 1:

Paragraph 5 of said Contract is hereby amended to read as follows:

5. PRICE

Subject to adjustments and liquidated damages, if any, as provided in the Contract documents, the full price to be paid to CONTRACTOR for satisfactory completion of all requirements of CONTRACTOR under the Agreement is the base amount of NINETY-SEVEN THOUSAND THREE HUNDRED THIRTY DOLLARS (\$97,330), plus Amendment No. 1 for THIRTY-FIVE THOUSAND FOUR HUNDRED TEN DOLLARS (\$35,410) for a total Contract amount of ONE HUNDRED THIRTY-TWO THOUSAND SEVEN HUNDRED FORTY DOLLARS (\$132,740) to be paid as provided for in the Contract Documents, i.e., on a monthly basis in an amount directly proportional to the percentage of completion of work. CONTRACTOR shall maintain and make available to COUNTY all books, papers, job descriptions, records, detail costs, estimates, subcontracts, and financial records related to or which arise out of work or under the terms or conditions of the Contract. The form of record keeping shall be subject to approval by COUNTY. These books, papers, records, claims, and accounts shall be made available for examination during normal business hours by COUNTY or COUNTY’s representative and shall be

5. PRICE (Continued)

retained at CONTRACTOR's principal place of business in California for audit during normal business at such place for four (4) years after recording of Notice of Completion of Project.

CONTRACTOR shall provide an office to enable COUNTY and COUNTY's representative to conduct such audit.

Section 2:

Paragraph 2 of the Contract is hereby amended by the addition of the following language:

Items of work to be performed by the CONTRACTOR shall include all items stated in "Exhibit C," incorporated by this reference and attached hereto.

Section 3:

This Amendment, along with the consent of the CONTRACTOR attached hereto, shall constitute a contract between the County of Santa Barbara and Pete Mabery Construction. All other sections of the Agreement between the parties shall remain in full force and effect.

Original Contract amount	\$ <u>97,330.00</u>
10% of Contract amount	\$ <u>9,733.00</u>
Amount of Amendment No. 1	\$ <u>35,410.00</u>
Total Contract amount after Amendment No. 1	\$ <u>132,740.00</u>
Original Contract completion date	February 16, 2005
Total number of days extension Amendment No. 1	Forty-one (41)
Revised Contract completion date	March 29, 2005

We hereby consent to the above and agree to the alterations as set forth in said Amendment in the manner and for the amount as indicated.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2005

ATTEST:  
Michael F. Brown  
Clerk of the Board

By: \_\_\_\_\_  
Deputy

**"COUNTY"**  
COUNTY OF SANTA BARBARA

By: \_\_\_\_\_  
Susan Rose  
Chair, Board of Supervisors

Date: \_\_\_\_\_

**"CONTRACTOR"**  
PETE MABERY CONSTRUCTION

By: \_\_\_\_\_

IRS No.: \_\_\_\_\_

License No.: \_\_\_\_\_

APPROVED AS TO FORM:  
Stephen Shane Stark  
County Counsel

By: \_\_\_\_\_  
Deputy

APPROVED AS TO ACCOUNTING FORM  
Robert W. Geis, CPA

By: \_\_\_\_\_  
Auditor-Controller

Dept 063      Account 8700      Fund 0030      Program 1930

**SANTA MARIA CRA/TTC COUNTER REMODEL  
 PROJECT NO. T02002/8647  
 AMENDMENT NO. 1**

**EXHIBIT "C"**

1.	Amend contract (Purchase Order #DP00320) to not proceed with Alternate No. 1, so that granite countertops are installed in-lieu-of plastic laminate at the public side of the main counter and the entire counter at the Assessor's counter.	\$ 8,505.00
2.	Amend contract (Purchase Order #DP00320) to proceed with Alternate No. 2 to install hardwood veneer (maple) on public side under counter wall surfaces in-lieu-of plastic laminate. Apply stain and urethane finish.	\$ 3,562.00
3.	Cabinetry revisions per Owner.	\$ 3,549.60
4.	Electrical revisions as follows: add electrical and data outlets at cove behind CRA ADA office, relocate fluorescent light in TTC area partially blocked by new wall, remove and terminate all existing 4' high data and electrical outlets at West wall, add electrical outlet under counter in TTC area, add electrical outlet and relocate data and phone outlets to SE wall in CRA ADA office, and add three (3) can lights above Assessor counter.	\$ 2,891.42
5.	Paint building lobby walls and ceiling, patch and paint West wall of Assessor's area due to removal of data and electrical outlets, and patch and paint SE wall of CRA ADA office due to relocated outlets.	\$ 971.37
6.	Install base tile to match existing at building lobby in-lieu-of vinyl base (labor only).	\$ 1,172.48
7.	Add wood caps at top of 4' high walls in CRA ADA office.	\$ 524.64
8.	Demolition of pony wall and installation of bracing for revised counter at CRA ADA cubicle, installation of felt on front CRA counter, drywall patching and paint at Assessor wall, drilling of grommets for monitor arms & cable access, installation of Owner provided cash drawers and keyboard trays, and supply and installation of dip tray at CRA ADA cubicle.	\$ 4,888.08
9.	At Assessor counter, supply and install two (2) knobs at keyboard trays and one (1) hook latch at rolling gate.	\$ 97.34
10.	Electrical revisions as follows: CRA modular office furniture connections and field modifications, addition of one (1) can light in TTC area, removal of data and electrical runs due to demolition of pony wall at CRA ADA office, relocation of electrical outlets due to CRA cabinet revisions at front counter, and relocation of electrical and data outlets at TTC front counter.	\$ 2,740.64
11.	Replace carpet tiles and vinyl base at CRA ADA office due to removal of pony wall.	\$ 489.89
12.	Cabinet revisions at CRA counter (relocation and cutting of cabinets to accommodate Owner provided cash drawers), added countertop at CRA ADA cubicle, addition of sliding wood keyboard trays at Assessor counter, relocation of cash drawers at TTC cabinets.	\$ 6,601.24
13.	Revised glass partition at CRA ADA cubicle to bring flush to countertop.	\$ 496.00
14.	Credit for not installing granite countertops at TTC area.	(\$ 1,080.00)
	<b>TOTAL:</b>	<b>\$ 35,409.70</b>

DATE:  
RECORDING REQUESTED BY &  
WHEN RECORDED RETURN TO:  
CLERK OF THE BOARD

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NO FEE PER GOV CODE 6103

County of Santa Barbara  
General Services Department  
Facilities Services Division  
1100 Anacapa Street, Courthouse Annex  
Santa Barbara, CA 93101

## NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the County of Santa Barbara, State of California, as Owner of the public work hereinafter described, did on January 3, 2005, enter into a contract with Pete Mabery Construction as contractor for the work of the Santa Maria Clerk-Recorder-Assessor / Treasurer-Tax Collector Remodel, Project No. T02002/8647, property owned by the County of Santa Barbara, California;

That said contract amount, including Amendment No. 1, is \$132,739.70; and

That on Friday, July 15, 2005, the work called for by the said contract was completed by the said contractor.

COUNTY OF SANTA BARBARA,  
STATE OF CALIFORNIA,  
OWNER

By \_\_\_\_\_

Robert Nisbet  
Assistant Director  
General Services Department  
County of Santa Barbara



County of Santa Barbara  
General Services Department  
Facilities Services Division  
1100 Anacapa Street, Courthouse Annex  
Santa Barbara, CA 93101

**STATE OF CALIFORNIA            )**  
**COUNTY OF SANTA BARBARA    )**

Robert Nisbet, being duly sworn, says: "That he is an Officer of the County of Santa Barbara, State of California, to wit, Assistant Director, General Services Department; that he is authorized to make this verification for and on behalf of said County; that he has read the foregoing Notice of Completion and knows the contents thereof; that the same is true of his own knowledge except as to those matters which are therein stated on his information of belief; and to those matters he believes it to be true.

I declare under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Robert Nisbet, Assistant Director  
General Services Department

Date \_\_\_\_\_

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 2005  
MICHAEL F. BROWN, Clerk of the Board

By \_\_\_\_\_  
Clerk of the Board