



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:** August 14, 2012  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

---

**TO:** Board of Supervisors  
**FROM:** General Services Robert Nisbet, Director (560-1011)  
Contact Info: Paddy Langlands, Assistant Director (568-3096)  
**SUBJECT:** New Cuyama Family Resource Center and Library, Project #8711- Permission to Bid and Approval of Plans and Specifications  
First District

---

**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:** Community Services Department

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve the plans and specifications to construct a 4,545 square foot modular building to house the New Cuyama Family Resource Center and Library. The estimated cost of the total project is \$775,000;
- b) Authorize the Director of General Services to advertise for construction bids for the New Cuyama Family Resource Center and Library Project; and
- c) Approve the Addendum to the Mitigated Negative Declaration 07NGD-000000-00019 prepared for the New Cuyama Community Center pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15164.

**Summary Text:**

Approval of the requested actions will allow the County to advertise for construction bids in order to construct at least Phase One of the New Cuyama Family Resource Center and Library. Phase One completes the project site work and the 1,610 square foot Library for an estimated cost of \$450,000. The project has been divided into two phases to account for uncertainty in raising funds for Phase Two. The total cost for both phases of the project, including design, construction and management, is currently

estimated at \$775,000 if all phases of the project were to be completed in the same contract. Phase One is fully funded pending final notification from the Community Services Department that the 2012 Community Development Block Grant (CDBG) is authorized for reimbursement (see Fiscal Narrative for further explanation).

Because the current, combined project is a 4,500 square foot facility of modular construction, compared to the 21,700 square foot complex of custom construction envisioned in the original CEQA document, the CEQA document was amended to determine any impact due to the differences. It was found that the previous environmental document as amended may be used to fulfill the environmental review requirements of the current project.

### **Background:**

The existing Family Resource Center is currently housed at the Cuyama Christian Academy, but space is limited and the operation needs its own facility; one that is organized to accommodate its mission, and one that is large enough to meet the growing needs of the community.

The existing library is a 20-year old 16x64 foot trailer that has deteriorated beyond a point which leaves it unable to be repaired. It lacks adequate space for books and periodicals and it is unable to provide a children's reading space. Phase One will provide a new 1,610 square foot facility designed to be expandable, to include the Family Resource Center facility in Phase Two once sufficient donations are received.

With both phases of the project completed, the proposed building of a Community Center will house a Family Resource Center and Library next to the existing clinic to create a hub of government services to the rural, remote community of Cuyama Valley. It will provide a modern building meeting the needs of the existing Family Resource Center and Library programs. It will incorporate a modular method of construction for cost efficiency and expandability. Once completed, the Family Resource and Library functions will share restrooms, internet services, training rooms, and other common functions to minimize costs.

The total cost of the project, including design, construction and management, is currently estimated at \$775,000 if both phases were to be completed at the same time. The plans and specifications are developed in a way that allows the complete project to be built all at once, or to be built in two separate phases. A total of \$450,000 has been awarded to the project from two CDBG grants; \$250,000 was awarded in 2010 and another \$200,000 was allocated in 2012. The latest allocation is awaiting federal Housing and Urban Development (HUD) confirmation, typically received before the end of July (see Fiscal Narrative below). This is estimated to be sufficient to fund the Library and site work defined as Phase One. Once bids are received, Staff will not recommend award of a construction contract for Phase One until HUD has confirmed the 2012 grant.

It is imperative to spend the 2010 grant as soon as possible to avoid losing the funds. Given that need, and because of the uncertainty of raising funds from private donors, the two-phase approach became necessary. This approach allows the County to move forward with Phase One for which funds exist, and must be spent. But there is also a chance that sufficient donations will be received by the time of bid opening to award both phases at once. For that reason, both phases will be bid, with the stipulation that only one phase may be awarded. Staff will come back to the Board after the bid opening to compare

what funds have been received versus the cost of the two phases, and recommend award of only the phases for which funds exist.

It is estimated that the premium for building the project in two separate phases would be about \$80,000.

**CEQA:**

A Mitigated Negative Declaration for the New Cuyama Community Center Master Plan was accepted by the Board on July 1, 2008. Pursuant to CEQA Section 15162, an addendum was performed to assess the environmental impact(s) associated with implementation of the New Cuyama Community Center Plan primarily on the basis of a smaller, modular structure, as required by the California Environmental Quality Act (CEQA) (California Public Resources Code 21000 et seq.) and in compliance with the State CEQA Guidelines (14 California Code of Regulations 15000 et seq.).

Also, the original CEQA document was prepared and certified prior to 2010, and therefore the document did not include an analysis of Greenhouse Gas (GHG) emissions or carbon dioxide (CO2) emissions. The County has since adopted guidelines for determining the significance of GHG emissions. The adopted guidelines include a significance threshold of 1,100 metric tons/year for non-stationary sources, and 10,000 metric tons/year for stationary sources. The Amendment finds that the estimated annual project-generated GHG emissions would be approximately 58 million tons of CO2 equivalent (CO2E) per year. Project-generated GHG emissions would not exceed the County’s recommended threshold of 1,100 million tons CO2E per year for determining significant GHG impacts. The proposed project would not conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emission of GHGs.

The Amendment without its exhibits is attached. The complete Amendment with exhibits may be found at the following link: <http://www.countyofsb.org/gis/default.aspx?id=7122>

In conclusion, the previous environmental document as amended may be used to fulfill the environmental review requirements of the current project. Because the current project meets the conditions for the application of State CEQA Guidelines Section 15164, preparation of a new EIR or Negative Declaration is not required.

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

**Fiscal and Facilities Impacts:**

Budgeted: Phase one of the project is fully funded.

**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>
CDBG grant through HCD, awarded 2010			\$250,000.00
CDBG grant through HCD, awarded 2012	\$	10,900.00	\$200,000.00
Total	\$	-	\$
		10,900.00	\$450,000.00

Narrative:

Funding for this project includes funds from two CDBG grants in the total amount of \$450,000. The 2010 CDBG grant funding is currently available for reimbursement. Per regular timing of CDBG grant processes, the 2012 CDBG grant funding in the amount of \$200,000 is not available for reimbursement until the County Housing and Community Development (HCD) division of Community Services provides notification of such; anticipated in October of 2012. The award of the construction contract for the project will not occur until after that approval of reimbursement is given to General Services Department. As per a project cash flow analysis of the project, money from the 2012 grant will not be needed until February of 2013.

The Board of Directors of the Cuyama Valley Family Resource Center (CVFRC), a 501(c)3 which is the repository of all private donations made for the purpose of constructing this project, currently holds a \$20,000 gift from the Santa Barbara Foundation. If the additional donations, for which the CVFRC has applied, in the amount of \$305,000 from several private entities, become available in the future, then Phase Two will be completed also. All project costs covered by the two CDBG grants will be on a reimbursable basis.

The estimated on-going costs shown are for building utilities and maintenance. The facility will be operated by the Library, and if Phase Two is completed, by the CVFRC as well. The CVFRC and Library will provide janitorial services, internet and phone services, and interior maintenance. The County will provide the exterior maintenance of the building and also utilities. This will be addressed in Community Service Department's 2013-2014 budget once the facility is completed.

**Staffing Impacts:**

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

Please one (1) copy of the minute order to Todd Morrison, GS/Support Services Division and Courthouse East Wing.

**Attachments:**

- CEQA Amendment, without Exhibits. Exhibits will be available for public view at the hearing. Plans and Specifications are available for review in the General Services, Support Services Office.

**Authored by:**

Grady Williams, Manager (805) 568-3083