

**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:** 9/29/2004  
**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** October 5, 2004  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:** N/A

---

**TO:** Board of Supervisors

**FROM:** Ronald S. Cortez, Director  
General Services Department

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

Robert Ooley, County Architect (568-3085)  
General Services Department

**SUBJECT:** Santa Barbara County—Clerk/Recorder/Assessor Building  
Project No. F01901/8620  
First Supervisorial District

---

**Recommendation(s):**

That the Board of Supervisors execute Amendment No. 2 to the construction agreement with Frank Schipper Construction Company for additional site work and building improvements in the amount of \$210,060.37, for a total contract amount of \$2,625,768.

**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:**

On March 31, 2003, your Board approved to award a Construction Agreement in the amount of \$2,235,000.00 to Frank Schipper Construction Company, a local contractor, to construct a new two-story 10,300 square foot office building that will house the Solid Waste department of Public Works and the

Subject: Santa Barbara County—Clerk/Recorder/Assessor Building  
Project No. F01901/8620

Agenda Date: October 5, 2004

Page 2

Election functions of the Clerk-Recorder-Assessor Office with improved public counter space, file storage, operational space and office automation.

Though the original building designation was to house the Hall of Records, the designation was revised to house the Elections Division of the Clerk-Recorder-Assessor and the Solid Waste Division of Public Works. While Elections will be able to have built-in features to enhance election process security and Solid Waste will be able to consolidate their operations into one location, the main reason for this revision was in line with general County policy to place County functions into County-owned facilities rather than lease space. Elections and Solid Waste were paying \$127,050 and \$77,568 a year in leases, respectively. This move will save the County between \$800,000 and \$1,000,000 during the COP payment period for the Clerk-Recorder-Assessor Department alone.

There were several changes and additions to the project constituting 17% of the approved contract amount. 10% of these revisions were to alter the building in accordance with the needs of the new tenants, and the other 7% were for general building modifications as follows: upgraded tile in bathrooms and kitchen, plywood to secure storage room #209, drywall extras and overtime to finish drywall, upgraded cabinet material to bamboo, reconfiguration of electrical in kitchen area, extra molds for street name and numbers on South elevation, hiding electrical boxes and conduit in upstairs balcony ceiling, extra tile and second floor lobby area, leader head and downspout at North elevation, licensed personnel to run elevator before final inspection for July 1<sup>st</sup> move-in, fabrication and installation of elections counter, installation of curb and gutter per City inspector, removal of tree in parking lot, installation of bike rack, credit for landscape modifications, tee and ball valve for irrigation system, providing 60 blank data plates, upgraded threshold for door on second floor, slurry and stripe of parking area, placing 4" conduit from building to generator, running roof drain lines from building to curb, value engineering and finalized window schedule, elimination of planter boxes at West elevation, miscellaneous electrical modifications and additions, and first floor ramp at restrooms.

This Amendment No. 2 will amend Articles 2 and 5 of the construction agreement, and increase Frank Schipper Construction Company's contract amount by \$210,060.37, for a total contract fee of \$2,625,768. The total is inclusive of a previously approved amendment in the amount of \$180,707.63 approved by the Director of General Services. This project is 99% complete, with only minor punch list items to complete.

**Fiscal and Facilities Impacts:**

Funds for this project have been appropriated and are available in Fund 0030, Dept. 063, Account 8200, Program 1930, Project 8620.

**Special Instructions:**

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

Subject: Santa Barbara County—Clerk/Recorder/Assessor Building  
Project No. F01901/8620

Agenda Date: October 5, 2004

Page 3

**Concurrence:**

Clerk-Recorder-Assessor  
Public Works

VICTORIA STREET OFFICE BUILDING  
AUTHORIZED CONTRACT AMENDMENT  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF AMENDMENT OF CONTRACT )  
WITH FRANK SCHIPPER CONSTRUCTION COMPANY ) AMENDMENT NO. 2  
VICTORIA STREET OFFICE BUILDING, )  
SANTA BARBARA, CA )

WHEREAS, the County of Santa Barbara (COUNTY) and FRANK SCHIPPER CONSTRUCTION COMPANY (CONTRACTOR), 610 EAST COTA, Santa Barbara, California entered into a contract dated March 31, 2003, for the amount of TWO MILLION TWO HUNDERD THRITY-FIVE THOUNSAND DOLLARS (\$2,235,000.00) for the project VICTORIA STREET OFFICE BUILDING, F01901/8620, SANTA BARBARA 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, Ron S. Corez; and

WHEREAS, it has been deemed necessary by the Board of Supervisors to make alterations known as Amendment No. 2, for a total of TWO HUNDRED TEN THOUSAND SIXTY DOLLARS AND THIRTY-SEVEN CENTS (\$210,060.37) and an EIGHTY (80) 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 TWO HUNDRED TEN THOUSAND SIXTY DOLLARS AND THIRTY-SEVEN CENTS (\$210,060.37) and an EIGHTY (80) 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. PAYMENT

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 TWO MILLION TWO HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$2,235,000.00), plus Amendment No. 1 for ONE HUNDRED EIGHTY THOUSAND SEVEN HUNDRED SEVEN DOLLARS AND SIXTY-THREE CENTS (\$180,707.63), plus Amendment No. 2 for TWO HUNDRED TEN THOUSAND SIXTY DOLLARS AND THIRTY-SEVEN CENTS (\$210,060.37) for a total Contract amount of TWO MILLION SIX HUNDRED TWENTY-FIVE THOUSAND SEVEN HUNDRED SIXTY-EIGHT DOLLARS (\$2,625,768) 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 retained at CONTRACTOR's principal place of business in California

VICTORIA STREET OFFICE BUILDING

Project No. F01901 / 8620

Amendment No. 2

(Section 1 Continued):

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. These items include without limitation the addition of: upgraded tile in bathrooms and kitchen, plywood to secure storage room #209, drywall extras and overtime to finish drywall, upgraded cabinet material to bamboo, reconfiguration of electrical in kitchen area, extra molds for street name and numbers on South elevation, hiding electrical boxes and conduit in upstairs balcony ceiling, extra tile and second floor lobby area, leader head and downspout at North elevation, licensed personnel to run elevator before final inspection for July 1<sup>st</sup> move-in, fabrication and installation of elections counter, installation of curb and gutter per City inspector, removal of tree in parking lot, installation of bike rack, credit for landscape modifications, tee and ball valve for irrigation system, providing 60 blank data plates, upgraded threshold for door on second floor, slurry and stripe parking area, placing 4" conduit from building to generator, run roof drain lines from building to curb, value engineering and finalized window schedule, elimination of planter boxes at West elevation, miscellaneous electrical modifications and additions, first floor ramp at restrooms, rebar and ties at entry columns, credit for

(Section 2 Continued):

VICTORIA STREET OFFICE BUILDING

Project No. F01901 / 8620

Amendment No. 2

unused carpet tiles, electric access hardware and wiring at seven doors, revised door at first floor kitchen, revised gooseneck spout at first floor kitchen, additional ceiling tiles and T-bar grid due to removal of 2<sup>nd</sup> floor interior wall, weekend overtime for entry tile installation, and installation of an anti-trip bar at West side of building.

Section 3:

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

Original Contract amount	<u>\$ 2,235,000.00</u>
10% of Contract amount	<u>\$ 223,500.00</u>
Amount of Amendment No. 1	<u>\$ 180,707.63</u>
Amount of Amendment No. 2	<u>\$ 210,060.37</u>
Revised Contract amount	<u>\$ 2,625,768.00</u>
Balance of 10% Contract amount remaining	<u>- \$ 167,268.00</u>
Original Contract completion date	December 31, 2003
Total number of days extension Amendment No. 1	245 days
Total number of days extension Amendment No. 2	80 days
Revised Contract completion date	November 20, 2004

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 \_\_\_\_\_, 2004.

ATTEST:  
Michael F. Brown  
Clerk of the Board

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

APPROVED:

**"COUNTY"**  
COUNTY OF SANTA BARBARA

By: \_\_\_\_\_  
Naomi Schwartz  
Chair, Board of Supervisors

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

**"CONTRACTOR"**  
FRANK SCHIPPER CONSTRUCTION CO.  
610 East Cota Street  
Santa Barbara, California 93103

By: \_\_\_\_\_  
Frank Schipper, President  
IRS No. 95-3781035  
License No. 436175

APPROVED AS TO FORM:  
Stephen Shane Stark  
County Counsel

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

APPROVED AS TO ACCOUNTING FORM:  
Robert W. Geis, CPA  
Auditor-Controller

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

Dept 063    Fund 0030    Program 1930    Account 8700    Project 8620



EXHIBIT “C”

COR #	DESCRIPTION	COST
40	Upgrade tile material in bathrooms and shower	6,100.11
41	Plywood added to secure storage room #209	1,483.95
42	Upgrade carpet at first floor	29,737.78
43	Finish drywall to Level 5 overtime	746.68
44	Upgrade in cabinet material to bamboo with Superior Millwork performing work	23,449.60
45	Add electrical power and light fixtures, and reconfigure electrical in kitchen area	1,272.74
46	Miscellaneous electrical changes	28,428.38
47	Add insulations, grills, backboard, gas and water line to kitchen appliances	4,700.80
48	Drywall extras per FD's 18, 19 and 20	21,517.56
49	Extra molds for street name and numbers on South elevation	3,111.68
50	Hide electrical boxes and conduit in upstairs balcony ceiling	828.41
51	Extra tile at the second floor lobby area	1,284.57
52	Payment of 10% millwork contract for previous subcontractor, J. Alexander.	3,755.90
53	Add leader head and downspout and North side	200.00
54	Licensed personnel to run elevator for 8 hours	1,340.92
55	Add columns to front of building	6,764.20
56	Upgrade tile on stair risers	1,875.04
57	Fabricate and install elections counter	12,866.18
58	Licensed personnel to run elevator for 4 hrs OT	1,340.92
59	Additional fire sprinkler work	826.42
60	Additional curb and gutter per City inspector	334.94
61	Remove tree in middle of parking lot	1,381.74
62	Install bike rack	1,189.22
63	Additional concrete work by Schipper	755.44
64	CREDIT: Landscaping modifications	-1,116.00
65	Add a tee and ball valve to water line in vault for irrigation system	441.79
66	Provide 60 blank data plates	122.49
67	Upgraded threshold for door on second floor	135.96
68	Slurry and stripe entire parking area by building	1,027.95
69	South elevation	5,590.54
70	Add 4" conduit from building to generator	8,682.35
71	Run roof drain lines from building to curb	978.89
72	Value engineering & finalized window schedule	5,994.65
73	Eliminate planter boxes at West elevation	883.54
74	First floor ramp at restrooms	502.74
75	Extra work required to place entry tile	1,504.04
76	Miscellaneous electrical modifications and wiring	5,809.80
77	Wiring for fire alarm interface and miscellaneous electrical	5,497.63
78	Credit for unused cartons of Velluto carpet tiles	-150.00
79	Furnish and install rebar and ties at entry columns	201.10
80	Add electric access hardware to seven doors and revise 1 <sup>st</sup> floor kitchen door to 8 panel	5,245.17
81	Seal coat and stripe County parking lot per PR #10	1,986.69
83	Replace gooseneck spout in 1 <sup>st</sup> floor kitchen for longer extension	373.69
84	Additional ceiling tiles and T-bar grid due to removal of interior walls and light well	1,584.50
85	Revise 8 panel kitchen door to Lite French, and add electric access hardware to 3 doors	3,620.92
86	Install anti-trip bar at West side of building	876.94
87	Additional electrical work in IT room, 2 <sup>nd</sup> floor conference room and ASSI access doors	3,905.18
88	Weekend time for Tecate tile work in entry lobby	1,066.63
	<b>Total</b>	<b>\$ 210,060.37</b>