



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: November 1, 2016
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 Matthew P. Pontes, Director (560-1011)
Contact Info: Skip Grey, Assistant Director (568-3083)
SUBJECT: Santa Maria Juvenile Hall Second Tier Fall Protection Project #8765
Professional Services Agreement; Fourth Supervisorial District.

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Probation

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the Professional Services Agreement (PSA) with Ravatt Albrecht & Associates, Inc. (a local vendor) to provide Architectural, Engineering, and related professional design services for the Santa Maria Juvenile Hall Second Tier Fall Protection Project 8765, in an amount not to exceed \$55,000.00;
- b) Authorize the Director of General Services or designee to approve amendments to the PSA with Ravatt Albrecht & Associates, Inc., in an amount not to exceed \$5,500.00; and
- c) Find that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301(a), as it involves repair, maintenance, and minor alterations to existing structures, facilities and topographical features, involving negligible or no expansion of existing use, and approve and direct staff to file the attached Notice of Exemption on that basis.

Summary Text:

The proposed project consists of installing second tier fall protection in three units at the existing Juvenile Hall to provide a safer environment for youth and Juvenile Institutions Officers. Installation of the fall protection may require modifications to the fire sprinklers, HVAC, and to the ceiling.

The proposed design team of Ravatt, Albrecht & Associates, Inc. was the Architect/Engineer of Record for the existing facility. Staff recommends Ravatt, Albrecht & Associates, Inc. (RA), a local vendor, be awarded a Professional Services Agreement (PSA) for Architectural and Engineering services for the project as the most efficient approach.

With the approval of the recommendations, the design is anticipated to be completed by spring 2017, with construction projected to be completed by the end of 2017.

Background:

This project will put in place second tier fall protection barriers in the existing Santa Maria Juvenile Hall in order to provide a safer environment for youth and Juvenile Institutions Officers. The total cost of the project including the construction, required reconfigurations, and all soft costs, is estimated at \$730,000, and is funded by the Probation Department.

Due to the value of existing purchase requisitions with RA cumulatively exceeding \$100,000 when augmented by this new contract, the Board must award this PSA. General Services recommends RA, be awarded the PSA for Architectural and Engineering Services. RA was the Architect/Engineer of Record in the construction of the existing facility, thus has great knowledge of the existing conditions. Staff has determined the firm to be best suited to accomplishing the project successfully, and recommends a PSA be awarded to RA on the basis of their facility knowledge, demonstrated competence, professional experience, and ability to accomplish the required scope of services. The PSA has a maximum compensation limit of \$55,000.00, with an additional \$5,500.00 available in design contingency.

Performance Measure:

The PSA correlates payments to progress and milestone completion in accordance with General Services Capital Projects’ consultant contracting policies and procedures. The County has had previous contractual relationships with this vendor and believes, based on past performance, they will meet the County’s professional service’s needs.

CEQA:

A CEQA categorical exemption is being requested for this project as it consists of maintenance, repair, and alteration of an existing public structure with no expansion of use beyond that existing at the time of the lead agency’s determination in accordance with 15301(a). This exemption includes interior and exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
Probation	\$ 60,500.00		\$ 60,500.00
Total	\$ 60,500.00	\$ -	\$ 60,500.00

Narrative:

The maximum compensation for this contract is \$60,500.00, which includes the not to exceed contract amount of \$55,000.00 plus the design contingency of \$5,500.00. Funds are available in Capital Outlay Budget 063-0030, Project 8765. The total project costs are projected at \$730,000.

Key Contract Risks:

The consultant is not responsible for existing site conditions that may be discovered.

Staffing Impacts:

<u>Legal Positions:</u>	<u>FTEs:</u>
0	0

Special Instructions:

1. Provide one (1) Minute Order copy of Board Actions to Todd Morrison, General Services.
2. Have the Chair of the Board sign each of the three (3) originals provided of the Professional Services Agreement. Retain one (1) original, and forward two (2) signed originals to Todd Morrison, General Services.

Attachments:

- 1) One (1) original and two (2) duplicate original Professional Services Agreement to Ravatt, Albrecht & Associates, Inc.
- 2) CEQA Exemption

Authored by:

Todd Morrison, Project Manager