

**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: 10/15/02
Department Name: General Services
Department No.: 063
Agenda Date: 11/5/02
Placement: Administrative
Estimate Time: N/A
Continued Item: No
If Yes, date from:

TO: Board of Supervisors

FROM: Ronald S. Cortez, Director
General Services Department

STAFF CONTACT: Robert Ooley, AIA, County Architect (568-3085)
General Services Department

SUBJECT: Clerk-Recorder-Assessor Building
Site # F01901; Project # 8620
1st Supervisorial District

Recommendations:

That the Board of Supervisors approve and execute the attached Amendment One, in the amount of \$31,840, to the Professional Services Agreement with Architects West of Santa Barbara, CA., for additional design work associated with the project, for a total lump sum fee of \$179,840 including reimbursable expenses.

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 proposed Clerk-Recorder Building Project is a 10,000 square foot 2-story building for the entire Recorder staff in the south county. The project will be located on a parcel that is currently an existing vacant building adjacent to the County administration parking lot.

The amendment to the Architect's contract was necessitated by a change in the scope of the project and increased design work to explore additional floors, alternate parking schemes and innovate floor layout solutions to maximize work-flow improvements

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Mandates and Service Levels:

No change in service levels.

Fiscal and Facilities Impacts:

This project is estimated to cost \$1,899,000. It is being funded with Certificates of Participation (COPs) The COPs will be paid back over a 20-year term using Clerk-Recorder-Assessor Automation Funds. Funds are appropriated and available in Fund 0030 Department 063, Account 8200, Program 1930, Project 8620. It is shown in the Department Summary as *Capital Improvements* on page D-342 of the Santa Barbara County Budget for FY 2002-2003.

Special Instructions:

Upon approval and execution, the Clerk should distribute as follows:

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| 1. Original document | - retain for Board's Official file |
| 2. Certified Dupl. orig. document & Minute Order | - Attn: Robert Ooley, County Architect |