



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: 1/23/2007
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Bob Nisbet, Director (805-560-1011)
Contact Info: Paddy Langlands, Assistant Director (805-568-3096)
SUBJECT: **Agricultural Commissioners Office Addition # 8654**

County Counsel Concurrence

As to form: N/A

Other Concurrence: N/A

As to form: No

Recommended Actions:

That the Board of Supervisors:

- a) Approve and execute the plans and specifications to construct a 1,313 square foot addition and remodel the existing restroom facilities for the Santa Maria Agricultural Commissioners Office. The estimated construction cost is \$481,000.00; total project costs including site work and other non-construction related costs are estimated at \$657,570.
- b) Adopt the Categorical Exemption pursuant to the County's California Environmental Quality Act (CEQA) guidelines for the Agricultural Commissioners Office Addition project; and
- c) Authorize the Director of General Services to advertise for construction bids for the Agricultural Commissioners Office Addition project.
- d) Approve attached budget revision request in the amount of \$440,000 to move funding from the General Fund into Fund 0030, Project 8654.

Summary Text:

This project will construct a 1,333 square foot addition to the existing Santa Maria Agricultural Commissioners Office. The total project budget is \$657,570, including non-construction related costs, and is being funded by previously authorized General Fund revenues.

Auditor-Controller Concurrence

As to form: No

Background:

On June 6, 2006, the Board approved \$580,000 in funding for the construction of an addition to the Agricultural Commissioners Office, located at 624 West Foster Road, Suite E, in Santa Maria, California. The Agricultural Commissioners Office addition will be roughly 1,333 SF. With additional parking, walkways and new landscaping, it will cover an area of about 2,600 SF. Its purpose is to provide the Agricultural Commissioners Office with 4 additional offices and an agricultural planning conference room, to accommodate recently mandated staff additions. The additional offices will help offset the space requirement deficiencies and will be occupied by the oak tree specialist and agricultural land use planners. The duration of the construction will be about eight months, beginning March 2007 and finishing October 2007. Additionally, the existing restroom facilities within the facility will be updated to meet current ADA accessibility requirements.

A CEQA exemption is being requested for this project considering that the project will be an addition to an existing public facility and that it meets the criteria for exemption status.

Performance Measure: The completion of this addition project will help to relieve the Santa Maria Agricultural Commissioners Office of their space deficiencies and provide improved access to the building's facilities.

Fiscal and Facilities Impacts:

Budgeted: Select_Budgeted

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			\$657,570.00
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$657,570.00

Narrative:

Project funding is available from the following sources:

- \$140,000 exists in Fund 0030 Department 063, Program 1930, Project 8654.
- \$440,000 released from General Fund Designation 9799 per BRR attached to this board letter.
- The remaining Project funding (\$77,570) will be derived from 2006-2007 Salary Savings. The remaining \$77,570 will be transferred through a budget revision request later in this fiscal year, after bids are opened and the actual construction costs are known.

The estimated construction budget for this project is \$481,000, with a total project budget of \$657,570.

Staffing Impacts:

Legal Positions:
0

FTEs:
0

Special Instructions:

Please forward a copy of the Minute Order to John Green, General Services Department- Support Services Div., Courthouse East Wing.

Attachments:

CEQA- Notice of Exemption
Budget Revision Request

Plans and Specifications are available for review in the General Services Department- Capital Projects Office, Courthouse East Wing.

Authored by: John Green, Project Manager (805) 934-6229