



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: January 24, 2023
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: 4/5

TO: Board of Supervisors
FROM: General Services Janette D. Pell, Director (805-560-1011)
Contact Info: Patrick Zuroske, Assistant Director (805-568-3096)
SUBJECT: **Santa Barbara Project #22026 - Award Contract for Emergency Facility System Upgrade; Second District**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Yes

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve plans and specifications for an emergency facility system upgrade; and
- b) Approve and direct the Chair to execute the attached contract with a contractor in the base amount of \$1,694,100.00 to for design and installation of a system upgrade at a Santa Barbara County facility on an emergency basis ("Contract"), subject to the provisions of the documents and certifications as set forth in the plans and specifications applicable to the project and as required by California Law; and
- c) Approve Budget Revisions Request No. 0008708 in the amount of \$1,721,000.00, transferring Proposition 172 fund balance from General County Programs in the General Fund to Capital Outlay Fund 0030; and
- d) Authorize the Director of General Services to approve change orders in connection with the Contract, in an amount not to exceed \$97,205.00 as authorized under California Public Contract Code Section 20142; and
- e) Find that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the above recommended actions are necessary to respond to the emergency; and

- f) 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), Existing Facilities – Exterior or Interior Modifications, as it consists of the replacement of existing equipment.

Summary Text:

The recommended Board actions entail awarding a contract on an emergency basis, pursuant to Section 22050 of the Public Contract Code, for an integrator (contractor) to design and install a critical system upgrade at a County facility in Santa Barbara that allows for integration with existing facility operations, and finding that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the contract is necessary to respond to the emergency.

Background:

General Services recommends Board approval of an emergency contract for replacement of a system at a County Facility.

Approval of the recommended actions will allow for design and installation to commence on an emergency basis, with a projected completion by Spring 2024.

CEQA:

This project is within the scope of §15301(a) exemptions which consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

Fiscal and Facilities Impacts:

Budgeted:

The attached Budget Revision Request will provide for the funding needed this fiscal year through June 30, 2023. The remainder of the funds needed to complete this project will be included in the FY 2023-24 Budget.

Fiscal Analysis:

<u>Funding Source</u> <u>Proposition 172 Transfer in to Capital</u> <u>Outlay Fund 0030</u>	<u>FY 2022-23 Cost</u>	<u>FY 2023-24 Cost</u>	<u>Total One-Time</u> <u>Project Cost</u>
Medina Systems Design/Construction Contract	\$1,096,680	\$597,420	\$1,694,100
Equipment/Fiber/Other/Project Management/ Contingency	\$578,930	\$331,649	\$910,579
Peer Review	\$24,960	\$0	\$24,960
Arts Commission Fee	\$20,150	\$0	\$20,150
Total	\$1,720,720	\$929,069	\$2,649,789

Fiscal Narrative:

The overall project is estimated to cost \$2,646,789.00 with \$1,720,720 estimated to be spent in FY 2022-23 and \$929,069 in FY 2023-24. The additional funds will be used for designing and installing a critical system upgrade in a County facility. This project will be accounted for in the Capital Outlay Fund 0030 in General Services, and is recommended by the CEO's Office to be funded by a transfer from Proposition 172 one-time fund balance held in General County Programs. This would still leave about \$4.5 million in Proposition 172 fund balance available.

The Contract is not to exceed \$1,694,100.00, to design and install a replacement system for a County facility, which includes full integration services, design and installation, including development of designs, detailed technical drawings, cost estimating, and stakeholder engagement meetings.

This action also authorizes the General Services Director or designee to approve change orders in a contingency amount of up to \$97,205.00.

Key Contract Risks:

General Services will be working closely with the contractor to carry out the design and installation of the critical system upgrade. The Contract identifies the scope the contractor must achieve in order to receive payment.

The current supply chain delays and limitations could impact the overall project duration.

Special Instructions:

Please send one (1) copy of the Minute Order, and (2) duplicate executed originals of the Construction Contract to Diane Galt, GS Capital Projects, 1105 Santa Barbara Street, East Wing, 2nd Floor, Santa Barbara, Ca. 93101.

Attachments:

1. Attachment 1 – Contract
2. Attachment 2 – Budget Revision Request No. 0008708

Authored by:

Diane Dodson Galt, General Services – Capital Projects