



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: March 8, 2022
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 Janette D. Pell, Director (805) 560-1011
Contact Info: Patrick Zuroske, Assistant Director (805) 568-3096
SUBJECT: **Proposed Probation Headquarters Building Project - Award Professional Services Agreement (PSA) for Programming Verification, Professional Design, Planning, Cost Estimating, and Commissioning Consulting Services; First District Project No. 19014**

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: SBCo Probation Department

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 Roesling Nakamura Terada Architects, Inc., a California corporation dba RNT Architects, to provide programming verification, professional design, planning, cost estimating, commissioning and construction administration consulting services for the proposed new Probation Headquarters Building, located on Garden Street, Santa Barbara, CA (APNs 029-212-011 and 029-212-019), in an amount not to exceed \$2,200,000.00; and
- b) Approve a not to exceed amount of \$2,200,000.00 for temporary cashflow transfers from the Advance Construction Reserve in the General Fund; and
- c) Find that this contract is determined by your Board to be exempt from the provisions of the California Environmental Quality Act (CEQA) under State CEQA Guidelines per the attached Notice of Exemption.

Summary Text:

The General Services Department, in partnership with the Probation Department has initiated the process to procure programming verification, professional design, planning, cost estimating, commissioning, and construction administration consulting services for a potential new Probation Headquarters (HQ) Building project. The potential new HQ is proposed to be located in downtown Santa Barbara on County owned property between Santa Barbara, Garden, Figueroa, and Carrillo Streets. This phase of the project follows the completed initial conceptual design phase that was previously brought in front of your Board in August 2020 for contract approval. The proposed new HQ is intended to consolidate staffing from the Hollister campus as well as the current downtown HQ building, which will lead to operational and cost efficiencies for the Probation Department. This next phase of the project will complete the programming verification versus the current concept, take the project from the current concept through schematic design, and perform cost estimating services to determine future project funding requirements. Once the design is complete and the budget is verified, a review and consideration of project delivery will be performed for the next phase of the potential project. County staff will be performing a CEQA review and will return to the Board with an update on the potential impacts and mitigative measures, if any, that will be undertaken, if required.

Background:

General Services conducted a competitive, qualification-based selection (QBS) process soliciting Requests for Qualifications (RFQ's) from interested firms for this phase of the project. The selection process employed a review committee comprised of County of Santa Barbara General Services and Probation staff. Each proposal was reviewed and scored based on the criteria established in the RFQ. At this time, General Services is prepared to recommend Roesling Nakamura Terada Architects, Inc., dba RNT Architects, to provide professional design, programming verification, planning, commissioning, cost estimating, and construction administration services for the proposed new Probation Headquarters Building. The scope of services covered by this PSA will initially be funded by the Advance Construction Reserve fund balance in General County Programs. If the County issues debt to fund this and other capital projects later in the calendar year, General Services will seek that these costs be reimbursed back to the fund balance, consistent with the Reimbursement Resolution adopted by the Board on November 16, 2021. The work is necessary to maintain and modernize Probation facilities, and will consolidate the currently dispersed Probation operations into a single facility leading to operational efficiencies. The proposed project will reflect the County's Net Zero Energy (NZE) policy, and will utilize Crime Prevention Through Environmental Design (CPTED) principles.

California Environmental Quality Act (CEQA) Documentation:

A CEQA statutory exemption is requested for this contract. As part of this PSA, RNT Architects will be working with the County during the schematic design phase to help determine the environmental impacts the proposed project may have. The County will be performing a CEQA review and staff will return to the Board with an update including the results of the Initial Study, potential impacts, and any mitigative measures that will be undertaken prior to the completion of the Construction Document phase.

Performance Measure:

This PSA will provide programming verification, professional design, planning, cost estimating, commissioning and construction administration consulting services for the proposed new Probation Headquarters Building. At the end of this PSA, the project will be ready to move into the bidding phase. Staff will return to the Board for project approval prior to entering into the bidding phase.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

<u>Funding Sources</u>	<u>FY 21-22 Cost:</u>	<u>FY 22-23 Cost:</u>	<u>Total One-Time Project Cost</u>
Advance Construction Reserve Fund Balance	\$300,000.00 for PSA	\$1,900,000.00 for PSA	\$2,200,000.00 for PSA

Fiscal Narrative:

The PSA with RNT Architects is not to exceed \$2,200,000.00. Subject to Board approval, subsequent phases (bidding and construction) will be awarded in the future based on the completion of the services provided by RNT in this PSA, and ultimately the project delivery method selected for the project.

The funding for this phase of the project will initially be provided by the Advance Construction Reserve fund balance established in General County Programs. A budget revision will follow before the end of this fiscal year to cover the FY 2021-22 costs incurred on the PSA. The remainder will be built into the FY 2022-23 budget. If the County issues debt to fund this and other capital projects later in the calendar year, General Services will request that these costs be reimbursed back to the fund balance.

Key Contract Risks:

General Services and the Probation Department will be working closely with RNT Architects to develop the complete design and programming for the proposed new Probation Headquarters Building. Progress payments will be made to RNT based on the PSA deliverables to the County as outlined in the Scope of Work. General Services and Probation have developed an excellent working relationship with RNT through prior contracts and do not anticipate issues with the deliverables in this PSA. General Services will also be conducting Real Property confirmation, environmental reviews, and subsurface investigations to supplement and inform the concept design. Programming and space needs will be fully vetted with the Probation Department to ensure the required functionality and user needs are completely identified and included within the design documents.

Staffing Impacts:

Legal Positions:
0

FTEs:
0

Special Instructions:

Please send one copy of the Minute Order and two duplicate executed originals of the Professional Services Agreement to Tully Wyatt, GS / Support Services Division, Courthouse East Wing.

Attachments:

1. One (1) original and two (2) duplicate original Professional Services Agreement
2. Notice of Exemption

Authored by:

Tully Wyatt, General Services – Capital Projects