



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: GS / Facilities  
Department No.: 063  
For Agenda Of: 06/24/2008  
Placement: Departmental  
Estimated Tme: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors

**FROM:** Department Robert Nisbet, General Services Director (560-1011)  
Director(s)  
Contact Info: Paddy Langlands, General Services Assistant Director (568-3096)

**SUBJECT:** **Notice of Completion by Best Contracting for Administration Building Retrofit Roof Project # F01005**

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:** That the Board of Supervisors:

- a) Approve and authorize Chair to execute Amendment No.1 to the contract with Best Contracting Services, in the amount of \$12,518.00, for a total contract amount of \$177,981.00; and
- b) Approve the Notice of Completion.

**Summary Text:**

The existing roof had accelerated deterioration in the last few years, causing problems with continued leaks. The project ran smoothly and was completed on schedule in spite of three requested delays in the application of the new roof due to the noise and smells associated with the roof installation.

**Background:** On January 22<sup>nd</sup>, 2008 the County entered into a contract in the amount of \$165,463.00 with Best Contracting Services to provide labor and materials as specified to install a new retrofit roof system over the existing worn roof on the Santa Barbara County Administration Building located at 105 E. Anapamu St. in the City of Santa Barbara. The goal of the project was to provide a weather tight roof for the building without the cost of fully removing the existing roof system. The project was completed for a contract amount of \$ 177,981.00 which is inclusive of the original contact amount of \$ 165,463.00 plus the \$12,518.00 amendment.

The amendment cost is 7 % of the contract amount and was caused by the need to move phases of the installation to after hours or weekend dates to minimize the impact of noise and odors on staff in the building during normal work hours.

Construction ran smoothly and the project was completed on schedule on May 29<sup>th</sup> 2008.

**Performance Measure:** The Notice of Completion will allow for the release of retention.

**Fiscal and Facilities Impacts:**

**Budgeted: Yes** This project is fully funded in the 1225 Capital Maintenance budget for 2007/2008.

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 177,981.00		\$ 177,981.00
State			
Federal			
Fees			
Other:			
Total	\$ 177,981.00	\$ -	\$ 177,981.00

**Staffing Impacts:**

**Legal Positions:**

None

**FTEs:**

None

**Special Instructions:** Please send one (1) duplicate original Notice of Completion and a copy of the Minute Order to Richard Whirty, GS/Support Services Div., Courthouse East Wing.

**Attachments:**

One (1) original and (2) copies of the Contract Amendment with Best Contracting Services.

One (1) copy of the Notice of Completion.

Contract Summary

**Authored by: Richard Whirty, Project Manager, Ext# 3086**