



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 21, 2014
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Matthew P. Pontes, Director 560-1011
Contact Info: Greg Chanis, Assistant Director, 568-3096
Celeste Manolas, Capital Projects Manager 568-2622
SUBJECT: Engineering Building Alterations for the Community Services Department,
Project #8735, Award Construction Contract
First District

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management, Community
Services Department
As to form: Yes

Recommended Actions:

That Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached construction contract with GRD Construction for the Engineering Building Alterations for the Community Services Department Project, for a base contract amount of \$432,044;
- b) Authorize the Director of General Services or designee to order changes or additions in the work being performed via change orders in the amount not to exceed \$34,102.20, as authorized under California Public Contract Code Section 20142; and
- c) Determine that this project was previously found to be categorically exempt from the provisions of the California Environmental Quality Act (CEQA) on August 20, 2013; and upon your Board's approval of the plans and specifications for this project, that a Notice of Exemption was filed on that basis, and that no subsequent environmental document is required.

Summary Text:

In August of 2013, the Board approved the plans and specifications for the Engineering Building alterations for the Community Services Department, and authorized the Director of General Services to

advertise for construction bids in accordance with California Public Contracts Code. At this time, the bidding process is complete, and Staff recommends awarding a construction contract to GRD Construction in the amount of \$432,044. With approval of the recommendations, General Services expects to complete construction in spring of 2014.

Background:

The alterations to the second floor suite of the Engineering Building, formerly occupied by Public Works Flood Control, will consolidate several groups comprising the Community Services Department who are presently housed within the County Administration Building, Rocky Nook Park, and adjacent areas of the Engineering Building. The scope of the alterations addresses deferred maintenance issues including replacement of deteriorated and inefficient lighting, heating ventilation and air conditioning (HVAC) systems and floor finishes. The scope also includes new interior partitions and finishes, as well as minor equipment and furnishing needs of the Department as budget allows. The sustainability features incorporated in the project include increased natural day lighting, energy efficient HVAC systems, upgraded lighting and controls and interior finishes and flooring containing recycled content.

On December 5, 2013, ten bids were received for the project, and GRD Construction was determined to be the lowest responsive and responsible bidder. The construction bid of \$432,044 is within the estimate of \$450,000. The total project costs including construction, contingency, furniture fixtures and equipment allowance, and all soft costs, total \$800,000 in accordance with the approved project budget. With approval of the recommendations, General Services may commence the construction phase, with completion anticipated in spring of 2014.

CEQA:

A categorical exemption was approved by the Board on August 20, 2013 for the proposed alteration project pursuant to State CEQA Guidelines Section 15301(a), as the scope of work entails minor alterations to an existing facility involving no expansion of use.

Risk:

The contract documents for this award apply General Service's standard public works construction contract terms and conditions which are in accordance with California Public Contract Code and all laws and regulations governing capital public projects in the State of California. Risk mitigation elements include payment and performance bonds and insurance requirements appropriate for the contract amount, as determined by General Services in conjunction with the County Risk Management Department.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
Facilities Maintenance Fund Balance	\$ 432,044.00		\$ 432,044.00
Total	\$ 432,044.00		\$ 432,044.00

Narrative:

The project is funded from the Facilities Maintenance Fund Balance, and funds are available in Fund 0030, Department 063, Account 8700, Program 1930, Project 8735.

Staffing Impacts:

None

Legal Positions:
0

FTEs:
0

Special Instructions:

Please forward two executed duplicate original contracts and a copy of the minute order to Celeste Manolas, General Services Department - Support Services Division, Courthouse East Wing.

Attachments:

1. Construction Contract with GRD Construction (One original and two duplicate originals)
2. Copy of Notice of Exemption

Authored by:

General Services- Capital Projects Division