



## 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: 2/17/15  
Placement: Administrative  
Estimated Time: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors

**FROM:** General Services Matthew P. Pontes, Director (805) 560-1011  
Contact Info: Greg Chanis, Assistant Director, General Services (805) 568-3096

**SUBJECT:** **SB1022 S.T.A.R. Project 8747, Execute Purchase Orders with Kitchell CEM, Inc., Rosser International, and Liebert & Associates**

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### **County Counsel Concurrence**

As to form: Yes

### **Auditor-Controller Concurrence**

As to form: Yes

### **Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute Purchase Orders with Kitchell CEM, Inc. in the amount of \$13,064, Rosser International in the amount of \$22,727, and with Liebert & Associates in the amount of \$9,443 for the provision of services related to the Northern Branch Jail's SB1022 STAR Project March kickoff meeting scheduled for March 3, 2015 through March 5, 2015; and
- b) Determine that the approval and execution of the Purchase Orders is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4), finding this is the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption.

### **Summary Text:**

On October 10, 2013, the Board of Supervisors authorized the Sheriff's Office to submit an application pursuant to Senate Bill 1022 (SB1022) Adult Local Criminal Justice Facilities Construction Financing Program. On March 13, 2014, the Board of State and Community Corrections (BSCC) recommended the County of Santa Barbara receive a conditional award of \$38,976,000, and on July 9, 2014, your Board accepted the conditional award and directed the Sheriff and General Services to proceed with the steps necessary to move the Sheriff's Treatment and Re-entry (STAR) complex project forward. General

Services submitted all items required for “Project Establishment”, and on November 14, 2014, the State Public Works Board (SPWB) formally established the project, allowing the County to begin incurring eligible expenses in accordance with the terms of SB1022. General Services has completed the project consultant selection phase, is currently finalizing fee and scope negotiations with the selected firms, and is prepared to conduct a design kickoff workshop in accordance with the State approved STAR project schedule. With approval of the recommendations, General Services and the Sheriff’s Office will complete the scheduled kickoff meetings and finalize the scope of services to allow the consultant agreements to be brought to your Board for consideration as early as late March. Without Board approval of the attached Purchase Orders, adjustments to the State approved project schedule may be necessary, potentially resulting in higher project costs due to construction cost escalation.

**Background:**

One of the first steps necessary to initiate the STAR project was to conduct a consultant selection process in accordance with California Public Contracts and Government Code. General Services has completed the selection phase, and is recommending the firms of Kitchell CEM, Inc. as the Construction Management and Commissioning consultant, Rosser International Inc. as the Architect Engineer, and Liebert & Associates as the Project Expert. Staff have engaged the firms in fee and scope negotiations, and anticipate returning to your Board with recommendations to award Professional Services Agreements to each firm in late March. **In order to keep the project on track per the State approved timeline, and to protect the project budget from the impacts of escalation in delaying the design schedule, General Services is recommending interim purchase orders be awarded to each of the consultants which will allow them to attend a design kick-off workshop scheduled for March 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup>. The purchase orders are being brought to your Board for approval as there are existing contracts in this fiscal year with each of the firms which exceed \$100,000.** With approval of the recommendations, General Services and the Sheriff anticipate the final Professional Services Agreements can be brought to the Board for review and approval in late March 2015.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

The fees for attendance and participation in the workshop are budgeted within the design costs identified within the approved \$43,661,100 total project budget, and are eligible expenses in light of the County’s successful SPWB Project Establishment, which occurred on November 13, 2014.

**Special Instructions:**

Execute the attached purchase orders, and return one copy of each along with the minute order to Celeste Manolas at General Services Support Services.

**Attachments:**

1. Purchase requisitions and fee proposals from Kitchell CEM, Rosser International, and Liebert & Associates.
2. Notice of Exemption CEQA

**Authored by:** Celeste Manolas, Capital Projects Manager, General Services