



# COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE  
**SEVET JOHNSON, PsyD**  
County Executive Officer

October 29, 2024

**Mike Pettit**  
Assistant County Executive Officer

**Scott Powers**  
County Chief Financial Officer

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

**Danielle Keys**  
County Human Resources Director  
Labor Relations

**SUBJECT: Authorize the County Executive Officer, or her Designee, to Negotiate and Execute a Contract Modification with Anderson Kulwicz Appleby for Additional Architectural and Engineering Services for the Carmen Ramirez Family Justice Center Project, Located at 545 - 555 South A Street in Oxnard (District 5), in the Amount Not to Exceed \$81,712, for a Total Contract Amount of \$321,612.**

## RECOMMENDATION:

1. Authorize the County Executive Officer, or her designee, to negotiate and execute a contract modification with Anderson Kulwicz Appleby Architects, Inc. (AKA) for additional architectural and engineering services for the Carmen Ramirez Family Justice Center (FJC) located at 545 - 555 South A Street in Oxnard, as indicated in Exhibit 1, in the amount not to exceed \$81,712 for a revised contract total not to exceed \$321,612, subject to approval from County Counsel as to form and legal sufficiency.

## FISCAL/MANDATES IMPACT:

Mandatory: No ☒ Yes ☐ Cite Authority:  
Source of Funding: General Fund  
Funding Match Required: None  
Impact on Other Departments: No additional Impact

	<u>FY 2024-25</u>	<u>FY 2025-26</u>
Summary of Revenue and Total Costs		
Revenue:	\$0	\$0
Costs:		
Direct Cost	\$266,049	\$90,618
Indirect - Dept.	\$0	\$0
Total Costs	\$266,049	\$90,618

Net County Costs

\$266,049      \$90,618

Current FY 2024-25 Budget Projection for District Attorney – Division 2100				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated (Savings/Deficit)
Appropriations	\$71,399,435	\$73,293,965	\$73,293,965	\$0
Revenue	\$23,563,045	\$23,563,045	\$23,563,045	(\$0)
Net Cost	\$47,836,390	\$49,730,920	\$49,730,920	\$0

Sufficient appropriations are included in the FY24-25 budget and will be included in the FY25-26 budget as needed.

**STRATEGIC PLAN PRIORITY:**

This item contributed to the Board of Supervisors (Board's) 2024-2027 strategic priority to invest in Healthy, Safe, and Resilient Communities. The Family Justice Center will increase access to public service in disadvantaged areas of Oxnard, thus improving the quality of life for residents. This project will support the County's goal to provide relevant, sustainable, and meaningful services for communities.

**DISCUSSION:**

On June 6, 2023, the Board approved the purchase of a property located at 545 - 555 South A Street in Oxnard designated for the establishment of a Family Justice Center (FJC).

On July 25, 2023, your Board approved naming the Property the "Carmen Ramirez Family Justice Center", in honor of former County Supervisor and Board Chair, Carmen Ramirez. The total project costs are estimated at \$10 million. This included \$4.1 million to acquire property and a \$5.9 million estimate to complete necessary improvement for the FJC.

The FJC will provide programs and services to those impacted by family violence and trauma. This work will be accomplished in collaboration with County agencies, community-based organizations, and volunteers. Given the community benefits of the FJC, the County and City have partnered to contribute towards the Property's acquisition costs. The County purchased the Property for \$4.1 million in June 2023. The City of Oxnard (City) has already contributed \$2 million to the County to offset acquisition costs.

The District Attorney's Office will manage the FJC in partnership with County agencies, the City, and local non-profit groups. The City will have access to a maximum of eight rooms for various FJC-related uses without costs (this included public safety units such as family protection, domestic violence investigations, crimes against children, and sexual assault investigations).

On December 5, 2023, your Board authorized the County Executive Officer to contract with AKA for architectural and engineering services for the FJC project for \$239,900. GSA fees to manage the contract are \$26,149, or 10.9%, for a total project design cost of \$266,049.

The additional architectural and engineering scope of work is to include two additional suites (185 and 195) from the first floor into the project (approximately 1,865 square feet). These spaces were occupied at the time of the acquisition and initial design but have since been vacated. This additional space will provide a Safe Harbor area that will have a waiting room, staff offices, two examination rooms, and a restroom including a shower. In addition, District Attorney office space will be provided, including four to six private offices, an interview room, observation room, and a breakroom/kitchenette. The requested increase to AKA's contract is \$81,712, and the additional 10.9% GSA contract management fee will be \$8,906. The total additional design cost is \$90,618 and the revised total design cost is \$356,667.

This Board letter has been reviewed by the County Executive Office, Auditor-Controller's Office and County Counsel. If you have any questions regarding this item, please contact Clay McCarter, County Executive Office at (805) 654-2535.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Sevet Johnson', with a stylized, flowing script.

Sevet Johnson, PsyD  
County Executive Officer

**Attachments:**

Exhibit 1 – Funding Authorization/AKA Proposal