



HARBOR DEPARTMENT

3900 Pelican Way
Oxnard, CA 93035
(805) 973-5950

December 19, 2023

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

SUBJECT: Approval of the Plans and Specifications for the Channel Islands Harbor Kiddie Beach Parking Lot Rehabilitation Project (Project); Waiver of Minor Bid Irregularities; Award of, and Authorization for the Harbor Director or Designee to Execute, a Contract to BSN Construction Inc., a California Corporation, of Ventura, California for Construction of the Project in the Amount of \$333,531; Specification No. HD 24-01; Finding that the Project is Categorically Exempt from the California Environment Quality Act.

Recommendations:

1. Approve the attached Plans and Specifications (Exhibit 1), for the Channel Islands Harbor Kiddie Beach Parking Lot Rehabilitation Project (Project), Specification No. HD 24-01.
2. Waive any minor irregularities in the bid.
3. Award, and authorize the Harbor Director or designee to execute, a contract (Exhibit 3) to BSN Construction, Inc., a California corporation, of Ventura, California for construction of the Project on the basis of the lowest responsible bid of \$333,531.
4. Find that your Board's approval of the Project is categorically exempt from the California Environment Quality Act (CEQA) pursuant to CEQA Guidelines sections 15301 and 15302, and that no exceptions set forth in CEQA Guidelines section 15300.2 preclude use of these exemptions.

Fiscal/Mandates Impact:

Mandatory: No
Source of Funding: Enterprise Funds
Funding Match Required: None
Impact on Other Department(s): None

The appropriations for this project are included in the FY24 Adopted Budget.

<u>Summary of Revenue and Costs:</u>	FY 2023-24	FY 2024-25
Revenue:		
Direct	\$ 150,000	\$ 0
Total Revenue	\$ 150,000	\$ 0
Costs:		
Direct Costs	\$ 333,531	\$ 0
Indirect Costs	\$	\$
Total Costs	\$ 333,531	\$ 0
Net Cost	\$ 183,531	\$ 0

FY 2023-24 Budget Projection for Harbor Capital Projects Division – Division 5150				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 8,976,002	\$ 9,404,376	\$ 9,404,376	\$ 0
Revenue	\$ 100,000	\$ 100,000	\$ 100,000	\$ 0
Gain/(Loss)	\$ (8,876,002)	\$ (9,304,376)	\$ (9,304,376)	\$ 0

*The table above includes capital assets and other financing sources.

Integration of Strategic Plan Priorities:

This project is a parking lot rehabilitation project for the Kiddie Beach parking lot at Channel Islands Harbor (Project). This Project together with its addition of lighting and an electric vehicle charging station, will bring upgraded County amenities to the Harbor, enhancing the functionality and safety near the Harbor's public waterways, and improved public access to the Harbor and nearby County public beaches – all in furtherance of the County's Strategic Plan's Mission of providing superior services and the Plan's Goals of: 1) maintaining and improving dependable public resources to serve the needs of our diverse communities; and 2) attracting and investing in sustainable infrastructure and preservation of our natural resources.

Discussion:

This Project is focused on enhancing the functionality and safety of the Kiddie Beach parking lot by resurfacing the parking lot, implementing new curb stops and striping to enhance the ingress and egress of parking spaces, and improving the sidewalk and ADA path near the restrooms. Additional Project features would include the installation of pedestrian lighting, upgrading exterior restroom lighting, and introducing an electric vehicle charging station. As part of the Project, the existing driveway at the southern exit onto San Nicholas Avenue will be reconstructed to address drainage concerns through the implementation of a new engineered slope and concrete.

This Project aligns with the Channel Islands Harbor Cooperation Agreement (Exhibit 4), established in May 2021 between the County of Ventura and the City of Oxnard. Pursuant to this agreement, the City committed to funding specific replacements within the Harbor, including parking lots, light poles, fixtures, and public restroom facilities. For the Kiddie Beach parking lot, the City will reimburse the County \$150,000.

The call for bids for the Project was advertised by email and posted in two local plan room websites. The advertised plans and specifications for the Project (Exhibit 1) were made available on the Coast Reprographics and Ventura County Contractor's Association websites on October 12, 2023.

Bids for the Project were opened on November 13, 2023. A copy of the Abstract of Bids received is attached (Exhibit 2). A total of two bids were received. The bids have been checked and are in satisfactory form. The lowest responsible bid in the amount of \$333,531 was submitted by BSN Construction Inc., a California corporation (BSN), of Ventura, California. The lowest bid appears to be reasonable and reflects the value of the work to be completed as evidenced by the examination of the bids received. Awarding the contract (Exhibit 3) to BSN is recommended as being in the best interests of the County.

The proposed Project involves the repair, restoration, rehabilitation, and replacement of existing facilities done to meet current standards of public health and safety, with the same purpose and capacity as the facilities being replaced, and without an expansion of existing uses of land. Therefore, staff has determined that the Project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15301 and 15302. Staff has also determined that no unusual circumstances or other factors set forth in CEQA Guidelines section 15300.2 preclude use of these categorical exemptions. All permitting agencies have completed their review and the Project is ready for construction. Work on the Project would not commence until all permits are finalized. The Plans and Specifications are attached as Exhibits 1 and 2.

It is anticipated that construction for the Project would begin in January 2024 and be completed in March of 2024.

This letter has been reviewed by the County Executive Office, Auditor-Controller's office, and County Counsel. If you have any questions about this project, please contact me at 805-973-5952.



Michael Tripp
Director

Exhibit 1 – Plans & Specifications
Exhibit 2 – Bid Abstract
Exhibit 3 – Contract
Exhibit 4 – Cooperation Agreement