



COUNTY of VENTURA

GENERAL SERVICES AGENCY
Craig Clutts, P.E., CEM
Interim Agency Director

Dave Barley, CPP
Interim Chief Deputy Director
Facilities & Materials

Cliff Chroust, CPPO
County Chief Procurement Officer
Deputy Director

Greg Bergman, CPA
Administrative Services Director

Christopher Melton, M.L.T.M.
Fleet Services Deputy Director

J. Colter Chisum, P.E.
Parks Department Deputy
Director

July 23, 2024

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

SUBJECT: Approval of the Plans and Specifications for the Linda Parks Park; Approval of, and Authorization for Director of General Services Agency or His Designee to Execute, a Contract with FS Contractors, Inc. in the amount of \$564,607; Authorize the Director of the General Services Agency or his designee to Administer the Contract and Execute Change Order or Settle Claims, Upon Final Payment and Acceptance of the Work, of Up to \$40,730; Finding that the Project is Categorically Exempt from the California Environmental Quality Act.

RECOMMENDATION(S):

1. Approve the plans and specifications for the Linda Parks Park Project ("Project"), attached hereto as Exhibit 1.
2. Waive minor irregularities in the bids.
3. Award the contract to construct the project to FS Contractors, Inc. and authorize the Director of General Services Agency or his designee to execute the contract, attached hereto as Exhibit 2, in the amount of \$564,607.
4. Authorize the Director of the General Services Agency or his designee to execute to administer the contract and execute changes orders or Settle Claims, Upon Final Payment and Acceptance of the Work and with approval of County Counsel as to Form and Legal Sufficiency, of up to \$40,730.
5. Find that the Project is categorically exempt from the California Environmental Quality Act under CEQA Guidelines section 15304(b).

FISCAL/MANDATES IMPACT:

Mandatory: No
 Source of Funding: General Fund
 Fund Matching Requirement: No
 Impact on Other Departments: None

| Summary of Revenues and Costs | <u>FY 2024-25</u> | <u>FY 2025-26</u> |
|--------------------------------------|--------------------------|--------------------------|
| Revenue: | \$ 564,607 | \$ 0 |
| Costs: | | |
| Direct | \$ 564,607 | \$ 0 |
| Indirect-Agency/Dept. | \$ 0 | \$ 0 |
| Indirect – CAP | \$ 0 | \$ 0 |
| Total Costs | <u>\$ 564,607</u> | <u>\$ 0</u> |
| Net Gain/(Loss): | \$ (0) | \$ 0 |

| FY 2024-25 Budget Projection for GSA Parks Department– Division 4760 | | | | |
|---|----------------|-----------------|------------------|-----------------------------|
| | Adopted Budget | Adjusted Budget | Projected Actual | Estimated Savings/(Deficit) |
| Appropriations | \$ 8,460,856 | \$ 8,460,856 | \$ 8,460,856 | \$ 0 |
| Revenue | \$ 7,946,274 | \$ 7,946,274 | \$ 7,946,274 | \$ 0 |
| Net Operating Gain/Loss | \$ (514,582) | \$ (514,582) | \$ (514,582) | \$ 0 |

There are sufficient appropriations in the FY2024-25 Adopted Budget to cover this item.

STRATEGIC PLAN:

This project is in line with the County of Ventura’s Strategic Priority of Reliable Infrastructure and Sustainability the maintenance and improvement of dependable public resources to serve the needs of our diverse communities.

DISCUSSION:

On March 21, 2021, the Ventura County Board of Supervisors approved the development and operation of a two-acre portion of County property on Lewis Road as a public park to be developed in concert with Growing Works Nursey and serve as a demonstration garden and passive use park. A general fund contribution in the amount of \$280,000 was approved for the construction of the park and a \$51,000-year annual budget was approved for maintenance commencing with the FY 21/22 budget.

On March 14, 2023, the Board of Supervisors approved the Lewis Road Campus Development project as part of the State and Local Fund Recovery Act funding in which Linda Parks Park is a part of. Throughout the next year, the Parks Department worked with Pacific Coast Land

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Design to create the design for the passive use park in the theme originally envisioned by Growing Works, the Master Gardeners and Supervisor Parks.

On March 29, 2024, a Request for Bid was released on Bonfire through the General Services Agency (GSA) Procurement Department. A pre-bid meeting was held on April 16, 2024 and six (6) vendors were in attendance. The bidding period closed on April 26, 2024, and five (5) submissions were received. The lowest responsive bidder was FS Contractors, Inc. The complete bid documents are on file in the Purchasing Office and available online at <https://ventura.bonfirehub.com/portal/?tab=login>.

On June 18, 2024, the Board of Supervisors approved the transfer of an additional \$345,000 to complete the park construction project to the Ventura County Parks Department under item #82.

With the award of this contract, the Contractor will be installing a native plant garden in collaboration to create a passive use park for the new surrounding community to enjoy. Anticipated installation to begin in fall which is optimal for plant establishment.

Recommendation 4 would delegate authority to the Director of GSA to issue change orders within the limits set forth in Public Contract Code section 20142.

The project is categorically exempt from CEQA under CEQA Guidelines section 15304(b) Minor Alterations to Land. There are no unusual circumstances and the exceptions to the exemption set forth in Guidelines section 15300.2 do not apply.

This item has been reviewed by the County Executive Office, the Auditor Controller's Office, and County Counsel.

If you have any questions regarding this item, please contact Jeri Cooper at (805) 654-3968.



Craig Clutts, P.E., CEM
Interim Director

Exhibit 1 – Plans and Specifications/Architectural Plans
Exhibit 2 – Contract
Exhibit 3 – Bid

ec: J. Colter Chisum, Deputy Director, County Parks Department, General Services Agency
Jeri Cooper, Parks Manager, County Parks Department, General Services Agency