



COUNTY *of* VENTURA

GENERAL SERVICES AGENCY
David J. Sasek, P.E.
Agency Director

Craig Clutts, P.E., CEM
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

February 6, 2024

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

SUBJECT: Approval of, and Authorization for the Director of the General Services Agency or His Designee to Execute, Amendment No. 1 to Consultant Services Contract No. 8728 with RRM Design Group, Inc. for Architectural and Engineering Consulting Services for Building Modifications at 610 Spring Road to Extend the Contract Term by a One-Year Period.

RECOMMENDATIONS:

Approve, and authorize the Director of the General Services Agency ("GSA") or his designee to execute, Amendment No. 1 (attached hereto as Exhibit 1) to Consultant Service Contract no. 8728 with RRM Design Group, Inc. for architectural and engineering services for building modifications at 610 Spring Road (Exhibit 2) extending the term of the contract by one year, from June 1, 2024 to May 31, 2025.

FISCAL/MANDATES IMPACT:

Mandatory: No
Source of Funding: Facilities Projects, and other Departments
Fund Matching Requirement: N/A
Impact on Other Departments: None

Summary of Revenues and Costs	<u>FY 2023-24</u>	<u>FY 2024-25</u>
Revenue:	\$ 49,877	\$ 0
Costs:		
Direct	\$ 44,975	\$ 0
Indirect-Agency/Dept.	\$ 0	\$ 0
Indirect – CAP	\$ 0	\$ 0
Total Costs	\$ 44,975	\$ 0
Net Gain/(Loss)*	\$ 4,902	\$ 0

Note: *This amount represents GSA project management fees for project.

FY 2023-24 Budget Projection				
GSA – Facilities Projects – Budget Unit 4741				
	Adopted Budget	Adjusted Budget	Projected Budget	Est. Savings/ (Deficit)
Appropriations	\$ 26,353,268	\$ 36,861,883	\$ 36,861,883	\$ -
Revenue	\$ 26,240,856	\$ 26,240,856	\$ 26,240,856	\$ -
Operating Gain/(Loss)*	\$ (112,412)	\$ (10,621,027)	\$ (10,621,027)	\$ -

* Other financing uses are included. Sufficient revenue and appropriations are included in the FY 2023-24 Adjusted Budget for this item.

STRATEGIC PLAN:

In recognition of your Board's strategic priorities, this contract extension brought to you for approval is consistent with the Reliable Infrastructure and Sustainability priority of your Board's recently approved Five-Year Strategic Plan.

DISCUSSION:

GSA sought to engage the services of a consultant to perform engineering design, preparation of plans and specification and construction administration for the building remodel of the City of Moorpark Police Services Center at 610 Spring Road. GSA began this process by contacting three potential engineering consultants for the design services. Only one, RRM, had both the expertise and the ability to meet the schedule. RRM submitted a proposal to prepare construction documents and to provide construction administration support for the 610 Spring Road building remodel.

On June 21, 2022, GSA requested that your Board approve and authorize the GSA Director or his designee to sign the consulting services contract with RRM (Exhibit 2) in the amount of \$44,975. The design is being funded by the City of Moorpark. The construction work will be also funded through the city of Moorpark via a Memorandum of Understanding to utilize the GSA Project Job Order Contractor. In addition, GSA requested that your Board authorize the County Purchasing Agent or his designee to amend the contract to increase

the initial contract amount by up to \$10,000 for unforeseen topographical, geotechnical, domestic water analysis, and construction administration costs, subject to County Counsel review and approval.

In late May 2023 the plans for the project were submitted to the City of Moorpark's Building and Safety for review and approval of permitted plans. The plans were recently approved in Jan 2024. The extension period will cover the award and construction phases of the project.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel. For additional information concerning this item, please contact Rob Harris at (805) 654-3883.



David J. Sasek, P.E.
Director

Exhibit 1 – Amendment #1 Consulting Services Contract #8728
Exhibit 2 – Consulting Services Contract #8728 with RRM Design Group, Inc.