

Central Services  
**Joan Araujo**, Director

Engineering Services  
**Anastasia Seims**, Director

Roads & Transportation  
**Anitha Balan**, Director

Water & Sanitation  
**Vacant**, Director

Watershed Protection  
**Jeff Palmer**, Director

October 29, 2024

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

**Subject:**      **Confirmation of Professional Services Contract No. AE19-011 Modification No. 1 for the Ventura County Fire Station Thousand Oaks No. 34 with RRM Design Group of San Luis Obispo, California as Previously Approved by the Public Works Agency Director; Approval of, and Authorization for the Public Works Agency Director to Execute, Contract Modification No. 2 in an Amount of \$100,000 for Architectural and Engineering Services for Additional Construction Administration Support for a Revised Maximum Total Contract Amount of \$674,145; Project No. P6T18020; Supervisorial District No. 1.**

**Recommendations:**

1. Confirm the Professional Services Contract No. AE19-011 Modification No. 1 (Exhibit 2) with RRM Design Group for a time extension for the Ventura County Fire Station Thousand Oaks No. 34 project as previously approved by the Public Works Agency (PWA) Director.
2. Approve, and authorize the PWA Director to execute, Modification No. 2 to the Professional Services Contract No. AE19-011 with RRM Design Group (Exhibit 3) to include additional construction administration support services and increase the fixed fee amount by \$100,000 for a revised maximum total contract amount not to exceed \$674,145.

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	Fire Protection District – Fund S600
Funding Match Required:	None
Impact on Other Department(s):	None



**Summary of Revenue and Total Costs:**

		<b><u>FY 2024-25</u></b>		<b><u>FY 2025-26</u></b>
Revenue:	\$	0	\$	0
Costs:				
Direct	\$	100,000	\$	0
Indirect – Agency/Dept.				
Indirect – County CAP				
Total Costs	\$	100,000	\$	0
Net Costs	\$	100,000	\$	0
Recovered Indirect Costs	\$	0	\$	0

**Current Fiscal Year Budget Projections:**

<b>Current FY 2024-25 Budget Projection for Ventura County Fire District - Unit 2731</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$6,065,000	\$36,750,020	\$36,750,020	\$0
Revenue	\$0	\$0	\$0	\$0
Net Cost	\$6,065,000	\$36,750,020	\$36,750,020	\$0

Sufficient appropriations are included in the FY 2024-25 adopted budget.

**Discussion:**

The existing Thousand Oaks Fire Station No. 34 was built in 1961 and no longer meets the operational needs of the Ventura County Fire Protection District (Fire District). The existing Fire Station No. 34 is located at the corner of Avenida De Los Arboles and Moorpark Road in Thousand Oaks. The Station is undersized and, because of existing easements for gas lines and water facilities at that site, building a larger Station would require construction of a three-story building adjacent to a residential neighborhood, which makes it infeasible. The Fire District has determined that replacement of the existing Fire Station in an alternate location was the most effective option to remedy issues with the antiquated existing station.

The Project includes the construction of a 11,027 square-foot, single story fire station and a 2,013 square-foot accessory building with associated improvements on a 1.93 acre vacant site. The fire station includes two pass-through engine bays, two offices, a fitness room, a day room, kitchen and dining area, restrooms, and living quarters for seven



firefighting personnel. The new station is located at 555 E Avenida De Los Arboles, in Thousand Oaks. See Vicinity and Location Map, Exhibit 1.

On December 4, 2018, your Board approved the original professional services contract AE19-011 with RRM Design Group (Origins) for planning, design, permitting, and construction administration services for programming and initial site study for the Project in an amount of \$574,145. Contract AE19-011 Modification No. 1 (Exhibit 2) extended the contract completion date.

Contract AE19-011 Modification No. 2 (Exhibit 3) would revise the contract to include additional construction administration support services and increase the fixed fee amount by \$100,000 for a revised maximum total contract not-to-exceed amount of \$674,145.

The estimated total project costs are as follows:

Land Acquisition	\$ 1,251,640
Design (includes preliminary engineering, permitting, design):	\$ 740,859
Construction Engineering (includes testing, inspection & observation, construction administration, and project engineering):	\$ 986,000
Construction Contract:	\$ 9,715,001
Owner Requirements (including furniture, equipment, security, etc):	\$ 350,000
Contingency:	\$ 971,500
<b>TOTAL</b>	<b>\$ 14,015,000</b>

### **Strategic Plan:**

This item contributes to the Board of Supervisors (Board's) 2024-2027 strategic priority to provide:

- I. Healthy, safe, and resilient communities through
  2. Maintaining high-performing public safety services
  3. Strengthen our ability to withstand and recover from disaster
- III. Reliable infrastructure and sustainability through
  1. Maintaining and improve dependable public resources to serve the needs of our diverse communities.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, County Counsel and the Ventura County Fire Protection District.

If you have any questions concerning this item, please contact:



<b><u>Person</u></b>	<b><u>Telephone No.</u></b>	<b><u>Subject Matter</u></b>
Brian D'Anna	805-654-2025	Contracting, Project Management and Technical requirements
Tom Kasper	805-389-9764	Project Justification and Financing

Sincerely,



Anastasia Seims, PE  
Director  
Engineering Services

Attachments:

Exhibit 1 – Vicinity and Location Map  
Exhibit 2 – AE19-011 Modification No. 1  
Exhibit 3 – AE19-011 Modification No. 2

