

Central Services  
Joan Araujo, Director

Engineering Services  
James O'Tousa, Director

Roads & Transportation  
Anitha Balan, Director

Water & Sanitation  
Joseph Pope, Director

Watershed Protection  
Vacant, Director

May 21, 2024

Board of Supervisors

County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

**Subject: Confirmation of the Original Professional Services Contract No. AE21-026 and Modification No. 1 for Design Services for the Animal Shelter Renovation Project with LDA Partners, Inc. Previously Approved by a Deputy Purchasing Agent; Approval of, and Authorization for the Public Works Agency Director to Execute, Contract Modification No. 2 in an Amount of \$66,750 for Architectural and Engineering Services for Conceptual Design for a Revised Maximum Total Contract Amount of \$247,250; Project No. P6T20010; Supervisorial District No. 3.**

**Recommendations:**

1. Confirm the original Professional Services Contract No. AE21-026 (Exhibit 2) and Modification No. 1 (Exhibit 3) with LDA Partners, Inc. for programming and initial site study for the Animal Shelter Renovation Project with a maximum total amount of \$180,500, as previously approved by a Deputy Purchasing Agent in the Public Works Agency (PWA).
2. Approve, and authorize the PWA Director to execute, Modification No. 2 to the Professional Services Contract No. AE21-026 with LDA Partners, Inc. (Exhibit 4) for conceptual design in an amount of \$66,750 for a revised maximum total contract amount of \$247,250.

**Fiscal/Mandates Impact:**

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



**Summary of Revenue and Total Costs:**

		<u>FY 2023-24</u>		<u>FY 2024-25</u>
Revenue:	\$	0	\$	0
Costs:				
Direct	\$	0	\$	66,750
Indirect – Agency/Dept.				
Indirect – County CAP				
Total Costs	\$	0	\$	66,750
Net Costs	\$	0	\$	66,750
Recovered Indirect Costs	\$	0	\$	0

**Current Fiscal Year Budget Projections:**

<b>FY 2023-24 Budget Projection for County Executive Office Capital Projects – Division 1060</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	600,000	\$70,536,733	\$70,536,733	\$0
Revenue	\$0	\$12,740,000	\$12,740,000	\$0
Net Cost	\$600,000	\$57,796,733	\$57,796,733	\$0

Sufficient appropriations are included in the FY 2023-24 Adjusted budget.

**Discussion:**

Ventura County Animal Services (VCAS) is responsible for operating the County’s animal shelter. The facility in Camarillo provides various services including animal housing, pet adoptions, lost & found, field operations, cruelty investigations, pet licensing, medical care, low-cost vaccination clinics, volunteer/foster opportunities, and emergency disaster response. Alongside the unincorporated area, VCAS also provides contract animal services to the residents of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, Simi Valley, Ventura. Shelter leadership and staff are dedicated to improving the lives of the animals in their care and educating residents and stakeholders throughout the region.



The County is looking to modernize the shelter. Several counties across the state have already completed or are in the development stages for renovated animal shelters. The existing VCAS facility was built in 1985 and is approximately 30,000 square feet. Several modifications have been made to the buildings over the years. Nonetheless, a modern shelter is needed to meet various needs including structural conditions, emergency preparedness, and environmental health considerations. Currently, \$10 million in County funds have been set-aside for the Animal Shelter Renovation Project (Project) with research for additional resources is ongoing.

On April 26, 2022, Professional Services Contract AE21-026 (Exhibit 2) was issued to LDA Partners, Inc. (LDA) for programming and initial site study for the proposed Project to be compensated at the hourly rates set forth therein for actual services performed in an amount not to exceed \$180,500. Contract AE21-026 Modification No. 1 (Exhibit 3) extended the contract completion date.

Contract AE21-026 Modification No. 2 (Exhibit 4) would revise the contract to include conceptual design for a fixed fee of \$66,750 for a revised maximum total contract amount of \$247,250.

**Strategic Plan:**

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

- I. Healthy, safe, and resilient communities through
  1. Providing equitable and timely access to quality healthcare, mental health, and public health services.

A vicinity and location map has been included as Exhibit 1.

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

If you have any questions concerning this item, please contact Brian D'Anna at (805) 654-2025.

Sincerely,



James O'Tousa  
Director, Engineering Services



Attachments:

- Exhibit 1 – Vicinity and Location Map
- Exhibit 2 – Professional Services Contract AE21-026
- Exhibit 3 – AE21-026 Modification 01
- Exhibit 4 – AE21-026 Modification 02

