

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 8, 2024

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

**Subject:** Confirmation of the Original Professional Services Contract No. AE24-033 and Modification No. 1 for Design Services for the E.P. Foster Library Improvements Project with Kruger Bensen Ziemer Architects, Inc. Previously Approved by a Deputy Purchasing Agent in the Public Works Agency; Approval of, and Authorization for the Public Works Agency Director to Execute, Contract Modification No. 2 in an Amount of \$837,575 for Design Development and Construction Drawings for a Revised Maximum Total Contract Amount Not to Exceed \$937,575; Project No. P6T24008; Supervisorial District No. 1.

**Recommendations:**

1. Confirm the original Professional Services Contract No. AE24-033 (Exhibit 2) and Modification No. 1 (Exhibit 3) with Kruger Bensen Ziemer Architects, Inc. (KBZ) for schematic assessment and preliminary design for the E.P. Foster Library Improvements Project with a maximum total amount not to exceed \$100,000, 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. AE24-033 with KBZ (Exhibit 4) to add architectural and engineering services for design development and construction drawings and increase the maximum fee by \$837,575 for a revised maximum total contract amount not to exceed \$937,575.

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	California State Library Grant; City of Ventura; 1050 Special Accounts and Contributions (Fiscal Recovery Plan); VCLS Assigned Education Fund
Funding Match Required:	No
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	\$	
Costs:				
Direct	\$	537,575	\$	300,000
Indirect – Agency/Dept.				
Indirect – County CAP				
Total Costs	\$	537,575	\$	300,000
Net Costs	\$	537,575	\$	300,000
Recovered Indirect Costs	\$		\$	

**Current Fiscal Year Budget Projections:**

<b>Current FY 2024-25 Budget Projection for Ventura County Library - Division 3610</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$13,156,116	\$13,957,707	\$13,957,707	\$0
Revenue	\$13,156,116	\$13,156,116	\$13,156,116	\$0
Net Cost	\$0	\$801,591	\$801,591	\$0

Sufficient appropriations and revenue are included in the FY 2024-25 adopted budget and will be included in the FY 2025-26 budget.

**Discussion:**

On December 19, 2023, your Board ratified the Ventura County Library Director's submission of an application for a Building Forward Grant through the California State Library for the E.P. Foster Library Improvements Project (Project) and authorized acceptance of grant funds in the amount of \$8,726,671. The Project will include installation of air conditioning and new HVAC equipment, plumbing and electrical upgrades, a new replacement elevator, remodeled restrooms, and various other upgrades to better meet modern day library needs.

The Building Forward Grant requires a 50% match (\$4,363,329) with a total Project budget estimated at \$13,090,000. Funding for this match includes the following sources; \$750,000 in County Fiscal Recovery Plan Act funds previously approved by your Board on October 11, 2022 agenda item No. 48; and \$1,431,665 from the Library's reserves or Assigned Education Fund previously approved by your Board on December 19, 2023



agenda item No. 49, and an additional \$2,181,665 from the City of Ventura previously approved by your Board on July 23, 2024 agenda item No. 93.

On February 15, 2024, Professional Services Contract AE24-033 (Exhibit 2) was issued to Kruger Bensen Ziemer Architects, Inc. (KBZ) for initial schematic assessment and preliminary design for the Project to be compensated at the hourly rates set forth therein for actual services performed in an amount not to exceed \$100,000. Contract AE24-033 Modification No. 1 (Exhibit 3) extended the contract completion date.

Contract AE24-033 Modification No. 2 (Exhibit 4) would revise the contract to include architectural and engineering services for design development and construction drawings and increase the maximum fee by \$837,575 for a revised maximum total contract amount of not to exceed \$937,575.

The specific scope of the Project will become more defined as the design process continues and further studies are performed. PWA will continue to conduct California Environmental Quality Act (CEQA) review and will return to your Board with a CEQA determination.

The E.P. Foster Library is located within the City of Ventura on East Main Street as shown in Exhibit 1, Vicinity and Location Maps.

The estimated project costs are as follows:

Design (includes preliminary engineering, permitting, design, and project management):	\$ 1,600,000
Construction Engineering (includes testing, inspection & observation, construction administration, and project engineering):	\$ 2,000,000
Construction Contract: (estimate)	\$ 8,500,000
Contingency:	\$ 990,000
<b>TOTAL</b>	<b>\$ 13,090,000</b>

**Strategic Plan:**

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

- 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 Ventura County Library.

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
Nancy Schram	805-677-7158	Project Justification and Financing

Sincerely,



Anastasia Seims, PE  
Director  
Engineering Services

Attachments:

Exhibit 1 – Vicinity and Location Map  
Exhibit 2 – Professional Services Contract AE24-033  
Exhibit 3 – AE24-033 Modification No. 1  
Exhibit 4 – AE24-033 Modification No. 2

