

December 4, 2018

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

Central Services Department
J. Tabin Cosio, Director

Engineering Services Department
Christopher E. Cooper, Director

Transportation Department
David L. Fleisch, Director

Water & Sanitation Department
Michaela Brown, Director

Watershed Protection District
Glenn Shephard, Director

Subject: **Approval of, and Authorization for the Director of Public Works Agency or His Designee to Execute, a Consultant Services Contract for Programming, Planning and Conceptual Design of the Fire District Headquarters Facility and Training Center with Mary McGrath Architects of Oakland, CA in the Amount of \$685,700; Contract No. AE19-015, Project No. P6T18021; Supervisorial District No. 3.**

Recommendation:

1. Approve, and authorize the Director of Public Works Agency, or his designee, to execute, a consultant services contract for programming, planning and conceptual design services for the Fire District Headquarters and Training Center with Mary McGrath Architects of Oakland, CA in the amount of \$685,700.00, attached hereto as Exhibit 1.

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	Fire Protection District – Fund S600
Funding Match Required:	No
Impact on Other Departments:	None

Summary of Revenue and Costs:

	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Revenue:	\$ 0	\$ 0
Costs:		
Direct	\$ 685,700	\$ 0
Indirect – Agency/Dept.	0	0
Indirect – County CAP	0	0
Total Costs	\$ 685,700	\$ 0
Net Cost	\$ 685,700	\$ 0



Current Fiscal Year Budget Projections:

Current FY 2018-19 Budget Projection for Ventura County Fire District – Unit 2731				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 8,710,000	\$ 12,126,349	\$ 12,126,349	\$ 0
Revenue	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000	\$ 0
Net Cost	\$ 4,710,000	\$ 8,126,349	\$ 8,126,349	\$ 0

Appropriations are available in the fiscal year 2018-19 Adopted Budget.

Discussion:

On October 17, 2017, your Board approved the purchase of 22.147 acres of land from Ventura County Community College District in the City of Camarillo where the Fire District's existing training center is located. The Fire District had been leasing the space since 1994. With the purchase, the Fire District would like to move forward with master planning of the site to create a new headquarters facility and a state-of-the-art training center.

Public Works Agency (PWA) sought to engage the services of a consultant to perform needs assessments, programming, master planning, conceptual design, architecture and engineering design, preparation of plans and specifications and construction administration for the new headquarters facility and training center.

PWA began this process by identifying over twenty potential architectural consultants and inviting them to submit Statements of Qualifications (SOQ) for the project. Five SOQ's were received on May 3, 2018, each representing a team of two main consultants; an architect and a training center specialist. SOQ's were reviewed by a selection committee consisting of representatives from PWA and the Fire District. All five respondents were invited to oral interviews which were conducted on May 23, 2018. The selection committee selected the top two respondents following the initial interview.

The top two respondents were invited to a final interview on September 6, 2018 with an expanded selection committee that included representatives from executive leadership of the Fire District, County Executive Office, and PWA. The committee selected the team of Mary McGrath Architects and Manns Woodward Studios as the best qualified consultant team for this project.



The project is still in the early stages, with the entire project requirements yet to be defined. The consultant will help define these parameters by performing various preliminary studies including site water use, sewer connection, site drainage, traffic analysis and exiting utility coordination.

The first phase of the contract includes services up to a conceptual design level with a detailed cost estimate. When these tasks are completed, the Fire District and PWA will present the conceptual design to your Board and request approval to proceed with the project and a corresponding amendment to the consultant contract. At that time, staff will also identify project funding and request approval of the appropriate CEQA document.

PWA requests that the consultant services contract (Exhibit 1) be approved by your Board. The contract has been negotiated with Mary McGrath Architects of Oakland, CA in accordance with the policy adopted by your Board on November 3, 1998. The contract is on a standard form previously reviewed by County Counsel.

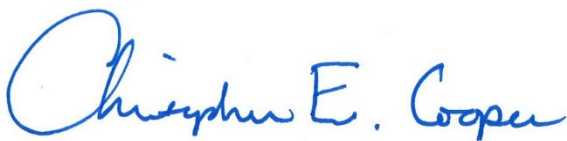
The preliminary estimated project costs are as follows:

Soft Costs (including planning, design, permitting, management, etc.):	\$	10,000,000
Construction (including contingencies):	\$	30,000,000
TOTAL		\$ 40,000,000

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 regarding this item, please contact the following staff members:

<u>Person</u>	<u>Telephone No.</u>	<u>Subject Matter</u>
Chris Cooper	805-654-2096	Consultant contract and other technical matters
Tom Kasper	805-389-9764	Project justification and financing



Christopher E. Cooper
Director, Engineering Services Department

Attachments:

Exhibit 1 – Consultant Services Contract AE19-015
Exhibit 2 – Site Map

