

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 Shepard, Director

Subject: **Approval of, and Authorization for the Director of Public Works Agency or His Designee to Execute, a Consultant Services Contract for Planning, Permitting, Design, and Construction Administration Services for Thousand Oaks Fire Station 34 with RRM Design Group of San Luis Obispo, CA in the Amount of \$574,145; Contract No. AE19-011, Project No. P6T18020; Supervisorial District 2. Authorize the Auditor-Controller to Process Budgetary Transactions necessary to Revise Appropriations and Restricted Fund Balance (Recommendation No. 2 Requires 4/5ths Vote).**

Recommendation:

1. Approve, and authorize the Director of Public Works Agency or his designee to execute, a consultant services contract for planning, design, permitting, and construction administration services for Thousand Oaks Fire Station 34 with RRM Design Group of San Luis Obispo, CA in the Amount of \$574,145 attached hereto as Exhibit 1.
2. Authorize the Auditor-Controller to process the necessary budgetary transactions to revise appropriations and restricted fund balance as follows (requires 4/5ths vote):

INCREASE	2700-2731	Construction by Contractor (4117)	\$574,145
DECREASE	Fund S600	Fund Balance Restricted for Public Protection	\$574,145

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	\$ 130,000	\$ 230,000
Indirect – Agency/Dept.	0	0
Indirect – County CAP	0	0
Total Costs	\$ 0	\$ 0
Net Cost	\$ 130,000	\$ 230,000

Current Fiscal Year Budget Projections:

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

Fund Balance Restricted for Public Protection is sufficient to cover requested appropriations.

Discussion:

The existing Thousand Oaks Fire Station 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 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 next to a residential neighborhood, which makes it infeasible. The Fire District has determined that replacement of the existing fire station in an alternate location is the most effective option to remedy issues with the antiquated existing station.

On July 18, 2017, your Board approved the purchase of an approximately two-acre lot, located on Mountclef Boulevard behind the Holy Trinity Lutheran Church, for the construction of a replacement station. It was determined as part of that purchase agreement that the proposed project is categorically exempt from the requirement to prepare environmental documents under CEQA Guidelines Section 15332 Class 32 for in-fill development.

Public Works Agency (PWA), as project manager for the Fire District, seeks to engage the services of a consultant to assist in the planning, design, preparation of plans and specifications, and obtain building permits for construction of a new Fire Station 34.



PWA identified ten potential architectural consultants and inviting them to submit Statements of Qualifications (SOQ) for the project. Eight SOQ's were received on June 1, 2018 and reviewed by a selection committee consisting of representatives from PWA and the Fire District. Four consultants were invited to oral interviews which were conducted on August 17, 2018. The committee selected RRM Design Group as the most qualified firm for this project.

PWA requests that the consultant services contract (Exhibit 1) be approved by your Board. The contract has been negotiated with RRM Design Group of San Luis Obispo, 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 estimated total project costs are as follows:

Land Acquisition*	\$	1,251,640
Design (includes survey, geotech, programming, design, and permitting):	\$	613,500
Construction Engineering (includes A/E consultant support, inspections, materials testing, and project administration):	\$	1,150,000
Construction Contract:	\$	6,550,000
Owner Requirements (Equipment, Furniture, Etc.):	\$	350,000
Contingencies:	\$	800,000
TOTAL	\$	10,715,140

*\$1,251,640 in Land Acquisition was incurred in the previous fiscal year.

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 AE19-011
Exhibit 2 – Site Map

