

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Library, SLO City-County	(2) MEETING DATE 9/18/2012	(3) CONTACT/PHONE Brian A. Reynolds, Library Director, 781-5785 Melody Mullis, Admin Services Officer, 781-4175	
(4) SUBJECT Request to authorize a budget adjustment in the amount of \$200,000 from the Library Gift Trust Account to Fund Center 230 - Capital Projects to fund design and construction documents for the Cambria Library Expansion construction project.			
(5) RECOMMENDED ACTION The Library recommends your Board approve a budget adjustment in the amount of \$200,000 from the Library Gift Trust Account to Fund Center 230 - Capital Projects to fund design and construction documents for the Cambria Library Expansion construction project. A four-fifths vote of the Board is required.			
(6) FUNDING SOURCE(S) Friends of the Cambria Library	(7) CURRENT YEAR FINANCIAL IMPACT \$200,000	(8) ANNUAL FINANCIAL IMPACT \$0	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1213027 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: <u>December 13, 2011, item #13</u>	
(17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst			
(18) SUPERVISOR DISTRICT(S) District 2 -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Library, SLO City-County / Brian A. Reynolds
781-5785

DATE: 9/18/2012

SUBJECT: Request to authorize a budget adjustment in the amount of \$200,000 from the Library Gift Trust Account to Fund Center 230 - Capital Projects to fund design and construction documents for the Cambria Library Expansion construction project.

RECOMMENDATION

The Library recommends your Board approve a budget adjustment in the amount of \$200,000 from the Library Gift Trust Account to Fund Center 230 - Capital Projects to fund design and construction documents for the Cambria Library Expansion construction project. A four-fifths vote of the Board is required.

DISCUSSION

The Library is requesting approval of a budget adjustment of \$200,000 to fund the development of architectural designs and construction documents for the Cambria Library Expansion construction project. The project will improve and prepare the shell building purchased in 2009 at 1043 Main Street (the McKinney property) in Cambria to become the new and expanded Cambria Library. RRM Design Group was selected through a competitive process in 2010 to produce initial cost estimates, floor plans, interior elevations and renderings for the site. The County has elected to continue to employ the services of RRM through the design and construction document preparation phase.

Background

In September 2009, the Board of Supervisors approved a Memorandum of Understanding between the Cambria Friends of the Library and the County to purchase the property and building shell located at 1043 Main Street, in the West Village of Cambria for the purpose of constructing a new, larger library. The purchase was completed on November 3, 2009. The project will involve tenant improvements to create an approximately 5,800 square foot library, which will replace the current 2,331 square foot facility at 900 Main Street.

The total cost of the project, including the purchase of the Main Street building and planned construction, is estimated to be \$3.9 million. The net cost of the project (total cost, less proceeds from the sale of the current library property on Main Street and another property on Cornwall Street) is estimated to be \$2.8 million and will be split 50/50 between the County and the Friends of the Cambria Library.

The Memorandum of Understanding (MOU) between the County and the Friends states that the Friends must raise their half of the net cost (\$1.4 million) before construction will proceed, and that this target must be reached no later than the end of calendar year 2012. As of August 31, 2012, the Cambria Friends report that they are nearing their target and are on track to reach it by year end.

A steering committee comprised of County staff and members of the Cambria Friends of the Library will work with the architect RRM to develop the design and construction documents necessary to go to out for bid for a contract for the construction phase of the project. Based on preliminary projections, construction could begin in the spring of 2013 and be completed in early 2014.

OTHER AGENCY INVOLVEMENT

The Library and the Friends of the Cambria Library support this project. The Architectural Services unit of the General Services Agency and Library staff will manage this project with active involvement of the Cambria Library Steering Committee.

FINANCIAL CONSIDERATIONS

The Library is requesting authorization of a budget adjustment to add \$200,000 to the Cambria Library Expansion project in Fund Center 230 - Capital Projects for the development of architectural designs and construction documents. This amount will be drawn from donations made by the Cambria Friends of the Library that are currently held in the Library Gift Trust Account.

As shown in Table 1, the estimated total cost for the project through construction is \$3,972,000. This cost will be split 50/50 between the County and the Cambria Friends of the Library. An estimated total of \$1,168,000 is expected from the sale of the existing library property and the sale of a vacant lot on Cornwall Street, which was originally purchased as the intended site for the new library. The actual proceeds from these sales will be applied equally to the shares of cost owed by the County and the Friends.

The difference between the Friends' share of the total estimated cost and the Friends' share of the estimated proceeds from the sale of the two properties is \$1,402,000. This is the amount the Friends must raise before construction of the new library can begin.

Table 1.

Building/Property	2,800,000	
Design/Improvements	<u>1,172,000</u>	
Total Estimated Cost	3,972,000	<i>To be split 50/50 between Library and Cambria Friends.</i>
Sale, existing Cambria Library	650,000	
Sale, vacant lot on Cornwall St.	<u>518,000</u>	
Total Estimated Proceeds	1,168,000	<i>To offset project cost.</i>
Total Estimated Cost	3,972,000	
Total Estimated Proceeds	(1,168,000)	
Balance of funding needed:	2,804,000	<i>To be split 50/50 between Library and Cambria Friends.</i>

As shown in Table 2, the site for the Cambria Library expansion was purchased in 2009 at a cost of \$2.8 million. Since that time a total of approximately \$91,700 has been expended on the project for administration and professional services, out of a total of \$98,984 of funding currently in the project. I

It is expected that the total project from design through construction will cost approximately \$1 million. Of this amount, \$200,000 is requested to be added to the project to carry the project forward through the development of architectural drawings, construction documents, and contract bidding for the construction phase of the project.

Table 2.

Expense Category	Actual Expense: 2009 Purchase of McKinney Property	Actual Expense: 2009 thru Sept. 2012 Design/Construction	Estimate Expense: for Remaining Design/Construction	Projected Expense Totals
Building/Property	2,800,000	-	-	2,800,000
Project Administration	-	74,700	103,500	178,200
Professional Services	-	17,000	108,300	125,300
Construction	-	-	720,000	720,000
Contingency/Inflation	-	-	148,500	148,500
Total Estimated Cost	2,800,000	91,700	1,080,300	3,972,000

RESULTS

The requested funding of this project will support the development of architectural drawings and construction documents for the Cambria Library Expansion construction project. The expansion of this Library site will allow the County Library system to better serve the growing community and help meet the County's community-wide goal of creating a livable community.