

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

(1) DEPARTMENT Library, SLO City-County	(2) MEETING DATE 6/18/2013	(3) CONTACT/PHONE Brian A. Reynolds, Library Director 781-5785	
(4) SUBJECT Request to authorize a budget adjustment in the amount of \$852,255 from the Library Gift Trust Account to Fund Center 230- Capital Projects to fund construction of tenant improvements to the new Cambria Library at 1043 Main Street. District 2.			
(5) RECOMMENDED ACTION The Library recommends your Board approve the budget adjustment in the amount of \$ 852,255 from the Library Gift Trust to Fund Center 230 – Capital Projects (WBS# 320028) to fund the tenant improvements to the new Cambria Library located at 1043 Main Street. A four-fifths vote of the Board is required for approval.			
(6) FUNDING SOURCE(S) Friends of the Cambria Library	(7) CURRENT YEAR FINANCIAL IMPACT \$852,255	(8) ANNUAL FINANCIAL IMPACT \$0.00	(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: 1213168 <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>September 18, 2012</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, Library Director
781-5785

DATE: 6/18/2013

SUBJECT: Request to authorize a budget adjustment in the amount of \$852,255 from the Library Gift Trust Account to Fund Center 230 - Capital Projects to fund construction of tenant improvements to the new Cambria Library at 1043 Main Street. District 2.

RECOMMENDATION

The Library recommends your Board approve the budget adjustment in the amount of \$852,255 from the Library Gift Trust to Fund Center 230 – Capital Projects (WBS# 320028) to fund the tenant improvements to the new Cambria Library located at 1043 Main Street. A four-fifths vote of the Board is required.

DISCUSSION

The Library is requesting the approval of a budget adjustment of \$852,255 to fund the construction of the tenant improvements to the Cambria Library. The project will improve and prepare the building shell purchased in 2009 at 1043 Main Street in Cambria to become the new expanded community library. RRM, an architectural company, was selected in a competitive process in 2010 to produce initial cost estimates, floor plans and interior elevations for the project and has completed final construction documents which will now be turned over to the contractor for construction.

Background

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

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

In September of 2012, the Board of Supervisors approved a budget adjustment of \$200,000 to fund the design and construction documents for the Cambria Library and the Friends of the Cambria Library soon completed raising their portion of the funds required to complete this project.

A steering committee comprised of County staff and members of the Cambria Friends of the Library have worked with the architect RRM to develop the design and construction documents required for tenant improvements to create a Library out of the building shell. It is anticipated that the County will be using the Job Order Contract Program to complete these tenant improvements. Job Order Contracting is a procurement method under which contractors compete annually to bid on a unit price book containing preset prices for a variety of common construction tasks related to renovation and repair. It is expected that the construction will begin in summer of 2013 and will be complete by early 2014.

OTHER AGENCY INVOLVEMENT/IMPACT

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

FINANCIAL CONSIDERATIONS

The Library is requesting authorization of a budget adjustment to add \$852,255 to the Cambria Library Expansion project in Fund Center 230 – Capital Projects for the construction of the tenant improvements and the completion of the project. This amount will be drawn from donations made by the Cambria Friends of the Library that are currently being held in the Library Gift Fund Trust Account.

As stated in the MOU between the County and the Friends of the Cambria Library and shown in Table 1 below, 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 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 incurred by the County and the Friends.

The difference between the Friends’ share of the total estimated cost and the Friends’ share of the estimate proceeds from the sale of the two properties is \$1,402,000. This is the amount the Friends have raised for the project.

Table 1.

Building/Property	2,800,000	
Design/ Improvements	<u>1,172,000</u>	<i>Updated estimate</i>
Total Estimated Cost	3,972,000	<i>To be split 50/50 between Library & 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	<u>(1,168,000)</u>	
Balance of funding needed:	2,804,000	<i>To be split 50/50 between Library & 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 \$146,191 has been expended on the project for administration, professional services and documentation and support to create schematic designs, finish design development and create the final construction documents.

Of the estimated total project cost of \$3,972,000, it is estimated that \$748,758 may be used for construction of the tenant improvements within the shell building. It is projected that the new Cambria Library will be complete by early 2014.

Table 2.

Expense Category	Actual Expense: 2009 Purchase of McKinney Property	Actual Expense: 2009 thru May 2013 Design & Construction Documents	Estimate Expense for Construction	Estimated Expense Totals
Building/Property	2,800,000			2,800,000
Project Administration		102,513	75,000	177,513
Professional Services		42,533	60,445	102,978
Construction		395	748,363	748,758
Equipment & Support		750	35,452	36,202
Contingency				106,549
Total Estimated Cost				3,972,000

RESULTS

The requested funding of this project will finish the Cambria Library building project with the construction of the tenant improvements to make this shell building a functioning community library that is approximately 5,800 square feet to replace the existing library of 2,331 square feet. The expansion of the Library on this site will allow the County Library system to better serve the Cambria community and help meet the County's community-wide goal of creating a more livable community.