

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

(1) DEPARTMENT General Services Agency	(2) MEETING DATE 7/8/2014	(3) CONTACT/PHONE Machelle Vieux, Deputy Director General Services, 781-5200	
(4) SUBJECT Request to approve a professional services contract for architectural and engineering consultant services in the amount of \$73,700 for the design of the capital project for Meridian Fire Station Apparatus Bay Expansion, located at 4050 Branch Road, Paso Robles. District 1.			
(5) RECOMMENDED ACTION It is recommended that the Board approve a contract in the amount of \$73,700 with Fraser Seiple Architects of San Luis Obispo, CA, for architectural and engineering consultant services for the design of the capital project for Meridian Fire Station Apparatus Bay Expansion.			
(6) FUNDING SOURCE(S) FC 230	(7) CURRENT YEAR FINANCIAL IMPACT \$73,700.00	(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 checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001426		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP Attached	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst			
(18) SUPERVISOR DISTRICT(S) District 1			

County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services Agency
Machelle Vieux, Deputy Director General Services, 781-5200

DATE: 7/8/2014

SUBJECT: Request to approve a professional services contract for architectural and engineering consultant services in the amount of \$73,700 for the design of the capital project for Meridian Fire Station Apparatus Bay Expansion, located at 4050 Branch Road, Paso Robles. District 1.

RECOMMENDATION

It is recommended that the Board approve a contract in the amount of \$73,700 with Fraser Seiple Architects of San Luis Obispo, CA, for architectural and engineering consultant services for the design of the capital project for Meridian Fire Station Apparatus Bay Expansion.

DISCUSSION

This project was approved in the Fiscal Year 2013-14 budget process for the construction of a new apparatus bay expansion at the existing County Fire Station #52 (Meridian). Constructed in 1997, the fire station currently has two apparatus bays which are used to house a county fire engine and the County Hazardous Materials Response Unit. A second reserve fire engine is housed at this station, but must be parked outside. This project expands the bay approximately 1,240 square feet, and will provide additional space to safely and securely house fire apparatus.

In April of 2014, General Services Agency competitively bid a Request for Proposals (RFP) through the County's e-procurement website, Public Purchase, seeking architectural consulting services for the Meridian Fire Station Apparatus Bay Expansion project. No proposals were received by the required deadline. General Services then contacted firms directly and received two proposals for consultant services. The consultant submittals were evaluated by a formal County Selection Committee with representatives from the County Administrative Office, General Services Agency and County Fire. After review of the submittals, the Committee identified Fraser Seiple Architects as the most qualified architectural design team to provide consultant services to the County for the proposed project.

The \$73,700 contract includes comprehensive architectural design and construction document services to construct a new expansion to the Meridian Fire Station facility and associated mechanical, electrical and site improvements. Consultant services include, but are not limited to, design, cost-estimating, engineering and technical consultants, construction documents, construction bid support and construction administration services.

OTHER AGENCY INVOLVEMENT/IMPACT

The project is guided by a steering committee composed of members from the County Fire and General Services Agency. County Administration was a member of the Selection Committee. County Counsel and Risk Management have reviewed the contract for form and effect.

FINANCIAL CONSIDERATIONS

The project was funded in the Fiscal Year 2013-14 Budget, in Fund Center 230, Capital Projects for \$870,500, from Fire

Public Facilities Fees, and which included the estimated costs in Table #1. This request is to fund \$73,700 for the design of the capital project, which includes cost-estimating, engineering and technical consultants, construction documents, construction bid support, and construction administration services.

Table #1

PROJECT BUDGET		\$870,500
Estimated administrative costs		\$70,000
Consultant costs and other consultant services		\$130,500
Architectural and engineering design	\$73,700	
Testing and inspection, plan check, other consultant services	\$56,800	
Construction Contract		\$520,000
Other Construction contracts, contingency, and inflation factors		\$150,000
Total Project Cost		\$870,500

RESULTS

The project will reduce operational costs by allowing the fire department to move vehicles currently stored outside into a safe and secure environment. This will reduce the costs of maintaining and operating those vehicles and will also extend their useful lives. It will also increase the reliability of vehicles involved in the delivery of emergency services, and thereby improve the department’s ability to save lives and protect property, contributing to the goal of a Well-Governed Community.

ATTACHMENTS

1. Vicinity Map
2. Contract for Consultant Services