



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/2/2014

Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Juan Arias, ENGINEERING MANAGER PUBLIC WORKS - 259-8374

SUBJECT: Staff Secure Facility - Professional Services Agreement for Architectural/Engineering Design Services

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chairman to sign the following agreements with Nacht & Lewis Architects Inc. for the term of December 2, 2014 through June 30, 2015, with automatic renewal provisions:

1. Agreement for architectural, engineering and associated design and construction administration assistance services for off-site utilities associated with the future Napa County Department of Corrections Staff Secure Facility/Jail site for a maximum of \$378,164; and
2. Agreement for architectural, engineering and associated design and construction administration assistance services for the Napa County Department of Corrections Staff Secure (Minimum Custody) Facility for a maximum of \$1,599,236.

EXECUTIVE SUMMARY

Napa County has been conditionally awarded Senate Bill (SB) 1022 funding for its Department of Corrections Staff Secure (Minimum Custody) Facility. Staff has been working with the State of California to "establish the project" prior to beginning design of the facility and the process is scheduled to be completed in December. Once the State agrees that the project establishment process is complete the County may move forward with the design of the project.

Staff conducted a qualifications based process in 2013 for the selection of a firm to provide architectural, engineering and associated services for the project. The Board approved an agreement with Nacht & Lewis Architects Inc. on May 13, 2014 to assist with the project establishment process. Today's action will approve two new agreements with Nacht & Lewis Architects Inc. to provide design consulting services associated with the off-

site utilities and the Staff Secure Facility and allow the County to move forward on the project.

Nacht & Lewis Architects Inc. is not a local vendor. Nacht & Lewis Inc. has included local subconsultants as part of their team.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	CIP Budget - Fund 3000, Subdivision 30005-05, Program 13025 (Off-Site Utilities)
	CIP Budget - Fund 3000, Subdivision 30005-05, Program 14021 (Staff Secure Facility)
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	Design and construction costs will be incurred.
Consequences if not approved:	The project may not move into the Schematic Design Phase and SB 1022 funds may be jeopardized.
Additional Information:	Funding for the architectural/engineering design costs for the Staff Secure Facility comes from SB 1022 funds and for the off-site utilities from the Accumulated Capital Outlay fund.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On October 15, 2013 the Board adopted a resolution authorizing the submittal of an SB 1022 application for the Napa County Department of Corrections Staff Secure (Minimum Custody) Facility in the amount of \$14,985,000, satisfying various preference criteria and authorizing execution of the necessary application documents by the Director of Corrections. The Board also approved a budget transfer increasing appropriations in the General Fund Capital Improvement Projects budget with offsetting revenue from the Accumulated Capital Outlay Fund in the amount of \$913,000 to serve as the County's required matching funds for the project.

On March 13, 2014, the Board of State and Community Corrections (BSCC) granted the County of Napa a conditional award of up to \$13,474,000 for the Staff Secure (Minimum Custody) Facility and indicated the County could begin working on the necessary approval process. The funding comes from Senate Bill 1022, Chapter 42, Statutes of 2012, also known as the Adult Local Criminal Justice Facilities Construction Financing Program.

On May 13, 2014 staff advised the Board that a qualifications-based process for the selection of a firm to provide architectural, engineering and associated services for the project had taken place and that it recommended Nacht & Lewis Architects Inc. provide those services based on their qualifications and experience. Staff recommended and the Board approved a Professional Services Agreement with Nacht & Lewis Architects Inc. to assist the County with "establishment of the project" with the State. A Professional Services Agreement for design services was not brought to the Board for approval at that time given that SB 1022 funding requirements do not allow the County to begin design prior to establishing the project.

Project establishment consists of the State agreement to the project scope and County development of the project schedule and a detailed cost estimate by phase for the project. Staff has been working on the project establishment with the State that will allow the County to begin the project's design process. Project establishment with the State of California is now scheduled for the middle of December 2014.

In order to begin project design immediately upon establishment of the project by the State, Staff recommends approval of a Professional Services Agreement with Nacht & Lewis Architects Inc. to provide the required design consulting services. Services are included for the following phases:

- | Schematic Design
- | Design Development
- | Construction Documents
- | Agency Review
- | Bidding
- | Construction Support
- | Project Close-out

In addition to architectural services the following consulting services are required for the design of the project and are included in the scope:

- | Audiovisual and Acoustics
- | Civil Engineering
- | Cost Estimating
- | Electrical Engineering
- | Food Services
- | Geo-technical
- | Interior Design
- | Landscape Architect
- | Mechanical Engineering
- | Structural Engineering
- | Energy consulting

In addition Staff recommends approval of a second Professional Services Agreement for the design of off-site utilities required for the construction of the Staff Secure Facility that will also serve the future new jail. The SB1022 awarded funding from the State of California anticipates funding a 12% portion of the construction costs for the off-site utilities for the Staff Secure Facility. The 12% portion reflects the 72-bed Staff Secure Facility's ratio of the final number of correctional beds that will be located on the site after final build out of the estimated 526-main jail.

Work on the design of the project must begin shortly to meet the project milestone schedule that has been submitted to the State of California as part of the Project Establishment Phase.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan