



**GENERAL SERVICES AGENCY
CAPITAL PROJECTS
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: March 17, 2020 - **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Maria Benavides PHONE: 559-205-1124

SUBJECT: Award the architectural design services agreement for the Board of Supervisors and County Administrative Office Remodel Project

REQUEST(S):

That the Board of Supervisors:

1. Award the architectural design services agreement for the Board of Supervisors and County Administrative Office Remodel Project, at 2800 W. Burrel Ave., Visalia to AP Architects, Inc. in the amount of \$153,750.
2. Authorize the Chair to sign the design services agreement.

SUMMARY:

The Board of Supervisors (BOS) and County Administrative Office (CAO) needs to be remodeled to be more functional and efficient. Capital Projects staff prepared a Request For Qualifications (RFQ) for design firms interested in providing the architectural plans and specifications for the BOS and CAO Remodel Project. Four architectural firms provided responses to the RFQ. A review committee scored the RFQ responses; AP Architects had the highest average score amongst the raters.

Capital Projects, BOS, and CAO staff have reviewed the remodel scope of work with the Architect. AP Architects has provided a proposal for design services at a cost of \$148,750 plus \$5,000 for reimbursable (printing, postage, mileage, etc.) for a total of \$153,750. The proposed cost is 8.5% of the estimated construction budget of \$1,750,000 plus \$5,000 for reimbursables.

The proposed scope of the BOS and CAO Remodel Project includes, but is not limited to; a complete modernization of the administrative office area, ADA upgrades to entrances, restrooms, path of travel, making better use of space, new

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DATE:

front service counter with security upgrades, upgrading the lobby area and building entrance, new carpet, paint, furniture, high density filing, building system upgrades (HVAC, data, electrical, access control, EMS) as needed, lighting upgrades, and other general remodel work.

It is requested that the Board award the architectural design services agreement to AP Architects in the amount of \$153,750 and authorize the chair to sign the design services agreement.

FISCAL IMPACT/FINANCING:

The design of this project is funded with Capital Projects line 030-086-3400-8147. The construction amount is programmed in the Capital Improvement Plan (CIP) for \$1,400,000 for FY 20/21 and \$500,000 for FY 21/22. To effectively complete this project, the full construction amount should be programmed for FY 20/21.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Business Plan includes the Safety and Security initiative to provide for the safety and security of the public. The Board of Supervisors and County Administrative Office Remodel Project aligns with the initiative by providing improved facilities for the public and staff.

ADMINISTRATIVE SIGN-OFF:



Kyle Taylor
Capital Projects Coordinator III

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) Agreement with AP Architects, Inc.

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF AWARD THE)
ARCHITECTURAL DESIGN SERVICES)
AGREEMENT FOR THE BOARD OF) Resolution No. _____
SUPERVISORS AND COUNTY) Agreement No. _____
ADMINISTRATIVE OFFICE REMODEL)
PROJECT)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: Jason T. Britt
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Awarded the architectural design services agreement for the Board of Supervisors and County Administrative Office Remodel Project, at 2800 W. Burrel Ave., Visalia to AP Architects, Inc. in the amount of \$153,750.
2. Authorized the Chair to sign the design services agreement.