



MEMORANDUM
DEPARTMENT OF PUBLIC WORKS
AND FACILITIES
CAPITAL IMPROVEMENTS DIVISION
County of Placer

TO: Board of Supervisors DATE: February 23, 2016
FROM: Ken Grehm, Director of Public Works and Facilities
SUBJECT: Capital Improvements Division / Consultant Services Agreement / Lionakis / Human Resources Remodel

ACTION REQUESTED

Approve a contract with Lionakis for architectural and engineering services for the remodel of the Human Resources suite at 145 Fulweiler Avenue, in the amount of \$74,900, for the period of February 2016 to November 2017.

BACKGROUND

On September 15, 2015, your Board approved the merging of human resources functions of the Personnel Department and the County Executive Office into a new Department of Human Resources (HR). As a result of this consolidation, and to improve efficiencies of staff and public interaction, the CEO staff located downstairs at 145 Fulweiler Avenue needs to be relocated into the same suite as the remaining HR services, producing a one stop service model consistent with other County programs, facilities and philosophy.

This project is intended to convert the existing training room in the Human Resources space into offices and workstations to accommodate the additional staff, remodel the main lobby to reflect the changing demands of technology and create a new training room downstairs in the vacated office space. The scope of these consultant services includes meetings with County staff, design development, construction cost analysis, construction documents, bidding assistance and construction administration through the warranty period.

Capital Improvements staff will return to your Board to present the estimated project construction costs, and to request approval to proceed with construction using our Job Order Contracting procurement method as required by your Board. In order to proceed with the design portion of this project, it is requested your Board approve the attached Consultant Services Agreement with Lionakis and authorize the Chair to execute the contract in an amount not-to-exceed amount \$74,900.

ENVIROMENTAL

This project is exempt from the California Environmental Quality Act pursuant to Section 15301, Class 1 that provides for operation, repair, maintenance, or minor alteration of existing public structures, facilities or topographical features, involving negligible or no expansion of existing uses.

FISCAL IMPACT

The estimated total cost of the Human Resources Remodel is \$646,163, including \$74,900 for consultant services, \$455,530 for construction and construction contingency, \$115,733 for project management, project contingencies, fees and force account. Funding is provided in the FY 2015-16 Capital Projects Fund, Miscellaneous Projects, Project No. 4907.

Contract on file with Clerk of the Board

