



MEMORANDUM
PUBLIC WORKS AND FACILITIES
CAPITAL IMPROVEMENTS DIVISION
County of Placer

TO: Board of Supervisors
DATE: October 25, 2016

FROM: Ken Grehm, Director of Public Works and Facilities
By: Steve Newsom, Deputy Director – Capital Facilities

SUBJECT: Capital Improvements / Consultant Services Agreement / SmithGroup JJR / Management and Operations Plan – Crime Lab/Coroner Facility

ACTION REQUESTED

Approve an agreement with SmithGroup JJR, in an amount not-to-exceed \$230,000, for development of a Management and Operations Plan for a proposed new Crime Lab/Coroner Building.

BACKGROUND

As part of the FY 2015-16 Final Budget, your Board approved a contract with SmithGroup JJR for the development of a Crime Lab/Coroner's Operations Feasibility Study.

In a partnership between Capital Improvements, the County Executive Office, Sheriff's Office and District Attorney's Office, the proposed project scope will include the development of a Management and Operations Plan and ongoing Management and Operations Support Plan. The scope will also include a tour of two similar facilities, population growth evaluation in order to update the existing Space Program and a planning and programming study for a Sheriff Substation and District Attorney Office Building. The final report will include cost model and graphic representations of the potential facilities including space arrangements and sizes, floor plans, site plans and interior and exterior perspective views.

In order to proceed with the Management and Operations Plan project, it is requested your Board approve the Consultant Services Agreement with SmithGroup JJR in an amount not-to-exceed \$230,000. A copy of the Agreement is on file with Clerk of the Board. The project will commence in November and conclude early summer 2017.

ENVIRONMENTAL IMPACT

This project is exempt from the California Environmental Quality Act pursuant to Section 15306 – data collection and resource evaluation activities used strictly for information gathering purposes.

FISCAL IMPACT

The total cost of the Management and Operations Plan is \$230,000, including \$34,750 for project management costs, for a total project cost not-to-exceed \$264,750. Funding is provided in the FY 2016-17 Final Budget, Capital Projects Fund, Project No. 4945.

ATTACHMENTS

On file with Clerk of the Board: Consultant Services Agreement

