



**MEMORANDUM  
FACILITIES MANAGEMENT  
CAPITAL IMPROVEMENTS DIVISION**  
County of Placer

**TO:** Honorable Board of Supervisors **DATE:** October 12, 2021  
**FROM:** Steve Newsom, Director of Facilities Management  
**BY:** Bill Lardner, Architect  
**SUBJECT:** Capital Improvements Division / Award of Bid to S W Allen Construction/  
Atherton Tenant Improvement Project - County Clerk Recorder, Registrar and  
Elections Division / 3715 Atherton Road, Rocklin, CA

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**ACTION REQUESTED**

1. Award the Atherton Tenant Improvement Project located at 3715 Atherton Road, Rocklin, CA to S W Allen Construction, Inc. of Sacramento, CA in the amount of \$11,232,391, which includes the Base Bid amount and Bid Alternate #1 and Bid Alternate #2.
2. Authorize the Director of Facilities Management, or designee, to execute a construction contract not-to-exceed \$11,232,391 upon review and approval by County Counsel and Risk Management, including authority to approve any necessary change orders in an amount not to exceed \$210,000 consistent with the County Purchasing Manual and Section 20142 of the Public Contract Code.
3. Approve a FY 2021-22 Budget Amendment (AM-00560) in the amount of \$12,798,417 to increase the Capital Project Fund, CC12018, PJ00755 Atherton Tenant Improvement Project for a total project cost of \$13,760,998 by canceling General Fund Reserves Assigned for Capital and to increase the FY 2021-22 budget expenditure authority in the General Fund Contribution to Facilities and Infrastructure by the same amount.

**BACKGROUND**

On November 15, 2019, the County acquired the existing office/warehouse building located at 3715 Atherton Road, Rocklin, CA (Atherton) to accommodate the County Clerk-Recorder, Registrar, and Elections Division (CRE) operations along with warehouse space for Elections' equipment. Soon thereafter, necessary preliminary improvements were installed at Atherton by Facilities Management and the Information Technology Department. This project received \$9 million in initial funding to fund the \$6,255,290 acquisition, initial occupancy and programming, and design costs. On December 9, 2019, CRE began moving the updated elections equipment into the Atherton property. For the 2020 Primary and 2020 General Elections, Atherton served as the new Elections warehouse facility and a new voting center.

On June 22, 2021, your Board approved Plans and Specifications and authorized staff to solicit bids for the Atherton Tenant Improvement Project No. PJ00755. This project consists of a phased remodel of the existing building to accommodate the CRE relocation to Atherton with

Honorable Board of Supervisors

October 12, 2021

Capital Improvements Division / Award of Bid / S W Allen Construction / Atherton Tenant Improvement Project - County Clerk Recorder, Registrar and Elections Division / 3715 Atherton Road, Rocklin, CA

Page 2

warehouse space, public lobby service counters, offices, open workstations, election training – meeting room, voting center, and ballot handling facilities along with new restrooms, new HVAC, new lighting, and a new fire alarm system.

Procurement Services released a bid solicitation on August 20, 2021, in accordance with the Public Contract Code. Procurement notified over a thousand firms and builders exchanges and online bidding services. Thirty firms accessed the bid documents. Bids were opened on September 22, 2021, resulting in six bid responses, listed on the attached Bid Tabulation Sheet. S W Allen Construction, Inc. of Sacramento, is the lowest responsive and responsible bidder with a base bid amount of \$10,836,165. Additional alternatives #1 and #2 were bid at \$396,226 for a total of \$11,232,391.

In order to proceed, it is recommended that your Board award the Bid for the Atherton Tenant Improvement Project to S W Allen Construction, Inc., authorize the Director of Facilities Management, or designee, to execute the construction contract not-to-exceed \$11,232,391 including authority to approve any necessary change orders in an amount not to exceed \$210,000 and approve a FY 2021-22 Budget Amendment.

The award supports the Critical Success Factor of supporting Facilities Management's maintenance and upgrade of public-serving infrastructure and amenities.

### **ENVIRONMENTAL IMPACT**

The action requested of your Board today and the Atherton Tenant Improvement Project are categorically exempt from review under the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (a) Existing Facilities interior and exterior alterations.

### **FISCAL IMPACT**

The FY 2021-22 Five-Year Capital Improvement Plan for Facilities includes the Atherton Building Acquisition and Tenant Improvements project at an estimated total project cost of \$19,764,845. Funding provided to this project in prior years was \$9,000,000 with the balance of \$10,764,845 to be funded by General Fund Capital Reserves once a construction contract is awarded. The acquisition cost was \$6,255,290 with additional costs of \$1,792,129 for county labor and materials to ready the building for occupancy, plus contract costs for the planning and design stages of the Tenant Improvement phase, leaving \$11,717,426 available for the tenant improvements construction cost prior to soliciting bids. Based on the proposed award of Bid, the total cost of the tenant improvements is now estimated at \$13,760,998, which includes \$11,232,391 for construction, and \$2,528,607 for design, consultant fees, project management, permit fees, contingencies, and overhead.

A FY 2021-22 Budget Amendment (AM-00560) is recommended to increase the PJ00755 Atherton Tenant Improvement Project by \$12,798,417 to a total of \$13,760,998 by canceling

Honorable Board of Supervisors

October 12, 2021

Capital Improvements Division / Award of Bid / S W Allen Construction / Atherton Tenant Improvement Project - County Clerk Recorder, Registrar and Elections Division / 3715 Atherton Road, Rocklin, CA

Page 3

General Fund Reserves Assigned for Capital (GL30330 Committed Fund Balance – Capital Projects, OT991007 Capital Assets) and to increase the FY 2021-22 budget expenditure authority in the General Fund Contribution to Facilities and Infrastructure (CC10019) by the same amount. This amendment will result in a total tenant improvement project cost of \$13,760,998.

**ATTACHMENTS**

Attachment A - Bid Tabulation

**ATTACHMENT A**

COUNTY OF PLACER  
AUBURN, CA  
BID TABULATION SHEET  
Page 1 of 1

Capital Improvements - Facilities Management

**Bid Number: 20199**  
**Title: Atherton Tenant Improvements Project**  
**Project Number: PJ00755**  
**Bid Date: 9/22/2021**

	<b>VENDOR NAME</b> (Contractor Submitting Bid)	<b>LOCATION</b>	<b>BASE BID</b> <b>Basis of Award</b>
<b>1*</b>	<b>SW Allen</b>	Sacramento, CA	<b>\$10,836,165.00</b>
2	DG Granade	Shingle Springs,CA	\$11,051,000.00
3	John F. Otto	Sacramento,CA	\$11,342,000.00
4	Bobo Construction	Elk Grove,CA	\$11,439,100.00
5	J-Walt Construction	Woodland, CA	\$11,598,000.00
6	Stronghold Engineering	Perris, CA	\$12,654,410.00

\*SW Allen recommended award of contract amount includes the Base Bid, Bid Alternate #1, \$344,289.00, and Bid Alternate #2, \$51,937.00.