COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 1/30/2024

To: Sonoma County Board of Supervisors
Department or Agency Name(s): Public Infrastructure
Staff Name and Phone Number: Johannes J. Hoevertsz-SPI, 707-565-2550; Tina Rivera-DHS, 707-565-4774; Connie Newton-Sheriff's Office, 707-565-2812
Vote Requirement: 4/5th
Supervisorial District(s): All

Title:

Award of Owner's Representative Contract and appropriation of funds for Proposed Public Health Lab & Sheriff's Coroner Bureau

Recommended Action:

A) Award a professional services contract and delegate authority to the Director of the Department of Public Infrastructure to execute the agreement in form approved by County Counsel, with Griffin Structures, Inc., for as-needed owner representative services for the Public Health Lab and Morgue project, in an amount up to $1,320,000, and authorize a 10% ($132,000) contingency, with a three-year term.
B) Delegate authority to the Director of the Department of Public Infrastructure to execute task orders for services under the subject contract and as needed subject to availability of funding.
C) Adopt a Resolution authorizing a budget adjustment to Fiscal Year 2023-24 Capital Project Adopted budget in the amount of $27,196,960. (4/5TH Vote Required)

Executive Summary:

The new combined Department of Health Services (DHS) Public Health Lab and Sheriff's Office Coroner's Bureau facility project is in the design phase and the County is utilizing a Construction Manager At Risk (CMAR) model to deliver this critical public facility. A professional services agreement for architectural services was awarded to COAR Design Group in October 2023, and they have begun preliminary work on the project.

Due to the high complexity of the new Public Health Lab and Sheriff's facility project, the County desires to secure a dedicated Project Manager to represent its interests and effectively oversee, plan, and execute the project. Without an experienced and dedicated Project Manager, the County risks cost overruns, schedule delays, and potential quality issues that could jeopardize the project's timing and success. Therefore, SPI is recommending retaining Griffin Structures, Inc. as an Owner's Representative for the project. Griffin Structures is an experienced owner's representative with a proven track record of managing similar projects under strict budget and schedule constraints.

In addition, SPI is recommending appropriating remaining project funding allocated totaling $27.2 million to allow the project to be completed on time and ensuring that American Rescue Plan Act (ARPA) funding allocated to the project of $13.2 million is expended by 2026 pursuant to the Act requirements.

Discussion:
A new Department of Health Services Public Health Lab & Sheriff's Office Coroner's Bureau facility is currently being designed to replace the existing separate facilities located on the Chanate Campus. The new facility will co-locate both facilities within one new building, planned to be located on Paulin Drive, Santa Rosa, at the County Government Center. The County's architectural design consultant (COAR Design Group) completed the Development Design drawings (30% design) on October 30, 2023.

The County will use a Construction Manager At Risk (CMAR) approach to deliver this critical public facility, and an Owner's Representative is required to act in the exclusive interest of the County. If retained, Owner's Representative will actively manage the project's budget, schedule, and delivery functions to ensure the successful completion of this project. Owner's Representative services may include, but are not limited to, communication with stake holders, project coordination, dispute resolution and support, project oversight document and financial control and reporting, constructability review, oversight in construction Inspection, Quality Assurance / Quality Control of documents and the relocation move of the facility.

On September 27, 2023, a Request for Proposals to provide Owner's Representative services for the Project was advertised. On October 24, 2023, two (2) proposals were received, one from Griffin Structures, Inc., and the other from KITCHELL. Proposals were evaluated by the County's Selection Committee and the top-ranked consultant was Griffin Structures.

Project costs were originally estimated at $35.65 million and needs to be completed by December 2026, when the rent back date for the morgue expires. Updated estimates reflect cost increases primarily due to the change in project delivery method to Construction Manager At-Risk as well as other costs not accounted for in the initial estimates presented to the Board in January 2022. As part of the Development Design drawings, COAR Design Group produced updated costs estimates which show an increased costs of approximately $8.7 million, primarily related to specialty equipment that was not factored in the prior estimates. Staff will request additional funding as needed during the FY 2024-25 budget development process.

The total funding allocated for this project is $35,649,627. The allocation includes: $12,027,681 in locally awarded ARPA funds ($8 million approved on 12/14/21 and $4,027,681 allocated in the FY 2023-24 Capital Projects Adopted Budget); $9,759,460 in FY 2020-21 available Year End General Fund savings; $10,218,600 from the Chanate demolition set aside; a total of $2,476,645 in discretionary General Fund allocated in FY 2021-22 ($200,000) and FY 2023-24 ($2.27 million) Capital Projects Adopted Budgets; and $1,167,240 of ARPA funding awarded to DHS through the California Department of Public Health (CDPH) from the COVID-19 Epidemiology and Laboratory Capacity Enhancing Detection Expansion Advanced Molecular Detection Supplemental Funding for major equipment and new construction of a public health laboratory which was approved by the Board on 11/28/23.

Table for Project Budget:

Project Cost			
Funding Sources	Project Budget	Appropriated	Requested
ARPA funding approved 12/14/21	$8,000,000	$183,000	$7,817,000
General Fund Savings (FY 2020-21)	$9,759,460	$0	$9,759,460
Chanate Demolition Set aside	$10,218,600	$5,778,100	$4,440,500

Capital Projects Adopted Budget FY 2021-22 discretionary General Fund	$200,000	$200,000	$0
ARPA funding to DHS - CDPH AMD Supplemental Funding for Major Construction approved 11/28/23	$1,167,240	$1,167,240	$0
Capital Projects Adopted Budget FY2023-24 discretionary General Fund	$2,276,645	$1,124,327	$1,152,319
Capital Project Adopted Budget FY 2023-24 ARPA funding one-time	$4,027,681	$0	$4,027,681
Total Project budget	$35,649,627	$8,452,667	$27,196,960
		8,287,967	

Strategic Plan:
N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?
No

Prior Board Actions:
FY23-24: Capital Projects Adopted Budget included $4 million in ARPA Funding and $2.27 million in Discretionary General Fund for the new PHL/Morgue Relocation Project.

June 12, 2023: Board approved budget adjustment to Capital Project Adopted Budget in the amount of $5,778,100 for the proposed new Public Health and Morgue; and delegated authority to the Director of the Department of Public Infrastructure to execute a standard professional services agreement with COAR Design Group for architectural design services for the Public Health Lab and Morgue project, for $1,775,000, and subject to a 10% contingency for a total not to exceed amount of $1,952,500, FY 2021-22: Capital Projects Adopted Budget included $200,000 in funding for new PHL/ Morgue Bridging Documents

FY 2021-22: Capital Projects Budget included a transfer of $183,000 in ARPA funding, site analysis and acceptance of initial business plans for Public Health and Morgue

November 16, 2021: Board approved sale of Chanate campus

December 14, 2021: Board approved an $8 million allocation of ARPA grant funding and directed $10.2 million in Chanate Demolition set aside and $9.76 million FY 20-21 year end savings for constructing a combined Public Health Lab and Morgue facility.

FISCAL SUMMARY

Expenditures	FY 23-24 Adopted	FY 24-25 Projected	FY 25-26 Projected
Budgeted Expenses	$8,452,667		
Additional Appropriation Requested	$27,196,960		
Total Expenditures	**$**35,649,627		
Funding Sources			
General Fund/WA GF	$7,285,427		
State/Federal (ARPA funding to DHS - CDPH AMD Supplemental Funding for Major Construction)	$1,167,240		
Fees/Other			
Use of Fund Balance – General Fund & ARPA	$27,196,960		
Contingencies			
Total Sources	**$**35,649,627		

Narrative Explanation of Fiscal Impacts:
Funding for the proposed agreement for owner's representative services totaling $5,778,100was included in the FY 2023-24 adopted PHL/Coroner's Bureau capital project budget (40805000). Additional appropriations of $27,196,960 as identified in the above Table for the Project Budget are requested. DHS ARPA funds have a spending deadline of July 31, 2026, and ARPA funds have a commitment deadline of December 31, 2024, and an expense deadline of December 31, 2026, for $12,027,681 to be expended. Additionally, the new building needs to be completed by December 2026, when the rent back date for the morgue expires. $850,000 is anticipated to be spent through June 30, 2024, and the remaining balance will be programmed as part of the annual Capital Projects re-budget process for subsequent years.

Narrative Explanation of Staffing Impacts (If Required):
N/A

Attachments:
1 - Professional Services Agreement
2 – Resolution
3 – Evaluation Matrix

Related Items "On File" with the Clerk of the Board:
None