



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 6/9/2020

To: Sonoma County Board of Supervisors
Department or Agency Name(s): General Services
Staff Name and Phone Number: Caroline Judy, 707-565-8058
Vote Requirement: 4/5th
Supervisorial District(s): Fourth

Title:

GS-FDM/REDCOM Services Agreement for REDCOM Expansion Project

Recommended Action:

A) Delegate authority to the Director of General Services to execute a construction administration agreement, in form approved by County Counsel, with Redwood Empire Dispatch and Communication Authority (REDCOM) to provide certain reimbursable project initiation and design services at the Sheriff's building for a not-to-exceed amount of \$67,756.

B) Adopt a resolution approving budget adjustments in the FY 19/20 Capital Budget in the amount of \$67,756 in additional appropriations and revenue for the agreement with REDCOM.

(Fourth District) (4/5th Vote Required)

Executive Summary:

Redwood Empire Dispatch and Communication Authority (REDCOM) has elected to contract with General Services' Facilities Development & Management (FDM) division to manage and supervise specific construction administrative services for an upcoming renovation of the REDCOM leased space at the Sheriff's Office emergency dispatch center. The agreement scope includes securing appropriate architect and engineer design services, as well as providing management supervision and coordination with dispatch console vendors and Sheriff IT/Com personnel. REDCOM is seeking an experienced partner who is already familiar with the facility to complete their goals in renovating the space to better serve the public.

Discussion:

Services under the proposed agreement are limited to the project initiation and design phase. The work product generated will include plans, specification and permitting that REDCOM can use in a future phase for bidding and constructing the facility improvements. General Services is experienced in managing critical projects for fire and emergency services. The scope of the project includes tenant improvements to existing space leased by REDCOM in the Sheriff's building; expanding into adjoining office space and providing renovations to space that will be occupied by Sheriff personnel. The addition of 413 square feet will increase the dispatch consoles from ten (10) to fourteen (14). The improvements to the REDCOM work-spaces will enable expanded service to serve the public during major local emergencies and disaster operations. Once design and permitting is complete, staff will return to the Board for approval of the next phase of the project.

Prior Board Actions:

03/24/20-Amendment of Existing Lease with Redwood Empire Dispatch and Communications Authority

Agenda Date: 6/9/2020

(REDCOM) for space at 2796 Ventura Avenue, Santa Rosa, CA

01/28/14-Lease with Redwood Empire Dispatch and Communications Authority (REDCOM) for office space at 2796 Ventura Avenue, Santa Rosa, CA

07/30/13-Authorized Facilities Development and Management to proceed with the Sheriff Building Shell Space Tenant Improvement Project.

04/23/13-Authorized the use of non-departmental Special Revenue Funds for construction of tenant improvements for the REDCOM project.

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses			
Additional Appropriation Requested	\$67,756		
Total Expenditures	\$67,756		
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$67,756		
Use of Fund Balance			
Contingencies			
Total Sources	\$67,756		

Narrative Explanation of Fiscal Impacts:

Redwood Empire Dispatch and Communication Authority (REDCOM) will reimburse the cost of the project initiation and design services in the amount of \$67,756. This is a not-to-exceed agreement between General Services and REDCOM.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1-Budget Resolution

Attachment 2-Project Request Form #R190101 (dated 05/13/2019)

Attachment 3-Scope of Work (dated 12/05/2019)

Agenda Date: 6/9/2020

Attachment 4-Estimating Workbook (dated 12/04/2019)

Attachment 5-Funding Request Form (dated 12/05/2019)

Attachment 6-NMR Cost Estimate (dated 11/27/2019)

Related Items “On File” with the Clerk of the Board:

On File 1-Existing Lease

On File 2-Proposed First Amendment to Lease

On File 3-Exhibit A-Additional Premises

On File 4-Exhibit B-Additional Tenant Improvements

On File 5-Emails: Intent to space allocation agreement, leasing terms and construction services