



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 13-0746, **Version:** 1

- a. Adopt Plans and Special Provisions for the Modular #1 Training & Law Library Tenant Improvements, Project No. 8778, Bid No. 10435; and
- b. Authorize the Director of Public Works to advertise the “Notice to Contractors” in the *Monterey County Weekly*.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Adopt Plans and Special Provisions for the Modular #1 Training & Law Library Tenant Improvements, Project No. 8778, Bid No. 10435; and
- b. Authorize the Director of Public Works to advertise the “Notice to Contractors” in the *Monterey County Weekly*.

SUMMARY:

Staff is seeking adoption of Plans and Special Provisions and authorization to proceed with the advertising for the Modular #1 Training & Law Library Tenant Improvements, Project No. 8778, Bid No. 10435 (Project) at 320 Church Street, Salinas, CA. The bid opening is set for August 8, 2013, at 1:30 p.m., in the Board of Supervisors’ Conference Room 1032, Monterey County Government Center, 168 West Alisal Street 1st Floor, Salinas, California 93901. The “Notice to Contractors” will be duly advertised in the *Monterey County Weekly*.

DISCUSSION:

Tenant improvements for the two tenant areas will be bid as a Base Bid plus Additive Alternate #1. Improvements for the Base Bid area, in general, include: removal of half and full-height walls with doors, ramps, raised platforms, and carpet; installation of new carpet, additional power/data outlets, two interior windows, and paint; exposing exterior windows; and replacement of a kitchenette area. In general, Additive Alternate #1 improvements include the following: removal of half-walls, ramps, and raised platforms; installation of new carpet, painting, additional power/data outlets; and exposing exterior windows. The Engineer’s Estimate for construction is \$120,000. A Mandatory Bidders’ meeting will be scheduled for August 1, 2013, at 8:30 a.m. Work is anticipated to begin in October 2013, with completion by November 2013.

The project has been determined to be categorically exempt (Class 1) from the California Environmental Quality Act (CEQA) under CEQA Guidelines, Section 15301 (Existing Facilities), which involves no expansion of an existing use. The Notice of Exemption was filed with the County Clerk on June 17, 2013.

The existing training facility is located in a building at the Natividad Medical Center (NMC). This building is now needed by NMC for other uses and NMC has agreed to fund the relocation and improvements necessary for the move. The improvements will also allow the relocation of the Monterey County Law Library which has requested space in a County facility.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel, Auditor-Controller, and Risk Management, have reviewed and approved the Special Provisions as to form and legality, fiscal terms, and insurance provisions, respectively. The Resource Management Agency - Public Works also worked with NMC, the Law Library, Human Resources Training, County Counsel, and Contracts/Purchasing to bring the Project forward.

FINANCING:

There is no impact to the General Fund. Project costs will be funded by NMC Facilities Division, Department No. 960, Capital Budget Fund #B-2011-11, for all project costs relating to the Training Division's scope. The Law Library will reimburse Fund 404, Unit 8174, Account 8778, for its portion of improvement costs.

Prepared by: Judy Jeska, Assistant Architectural Services Manager, (831) 755-8964

Approved by:

Robert K. Murdoch, P.E., Director of Public Works

Benny J. Young, RMA Director

Dated: July 5, 2013

Attachments: Project Budget; Notice to Contractors; Book One Modular #1 Training & Law Library; Plans; Location Map (Attachments on file with the Clerk of the Board)