RESOLUTION - ACTION REQUESTED 2020-203

MEETING: April 21, 2020

TO: The Board of Supervisors

FROM: Sharon Wardale-Trejo,

RE: Approve Construction Modifications for New Department of Child Support Services Office

RECOMMENDATION AND JUSTIFICATION:
Approve Construction Modifications by Public Works for New Department of Child Support Services Office; and Authorize Acceptance of Additional Funding from CA DCSS to Offset Costs.

Approve Construction Modifications by Public Works and Transportation for New Department of Child Support Services Office and Authorize Mariposa DCSS to Accept Additional Funding from CA Department of Child Support Services to Help Offset Costs. The modifications to the new office (located at 5101 Jones Street) in an amount Not to Exceed $78,230.00. The need for additional one-time funding is dependent upon potential project costs exceeding the amount of current year budget savings realized by Mariposa DCSS. The department's goal is to move into their new location by May 2020.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
February 2019, Mariposa DCSS received notification from the Human Services Department that the sub-lease of space in the Health and Human Services Building would not be renewed that year. Health and Human Services Department has agreed to several short-term lease extensions while the department sought a new location for the office. Mariposa DCSS identified the recently vacated location at 5101 Jones Street (formerly occupied by the District Attorney's Office) as a potential good location with some modification.

Certain facility modifications are necessary to best serve the needs of the department and customers served. Public Works facility staff is performing all of these modifications in-house but will require professional licensed contractors to accomplish tasks such as commercial electrical, network wiring, and alarm installation. The Department of Child Support Services is funded through State and Federal funds. On February 20, 2020, the CA DCSS provided authorization to the department to move forward with proposed construction modifications and purchase office workstations and lobby furniture. In that authorization, CA DCSS agreed to cover potential one-time costs associated to this project in the amount of $52,957.05. This amount was an estimate of potential costs that could exceed what the department projected the
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current year's budget savings would be able to absorb. The potential increase of funds is being considered during the midyear budget approvals process. The overall project cost, facilities modification and furniture, was estimated at $122,957.05. No general fund dollars would be used for this project.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve. Completion of modifications will be delayed and postpone the completion of the facility, impacting the department's ability to re-locate.

ATTACHMENTS:
Public Works Plan 122019 (PDF)
022020 CA DCSS Approval Mariposa - Signed Approval, Mariposa Move (PDF)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Rosemarie Smallcombe, District I Supervisor
SECONDER: Merlin Jones, District II Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey