DEPARTMENT: PWD/Engineering

RECOMMENDED ACTION AND JUSTIFICATION:
Authorize the Interim Director of Public Works to Award the Design and Engineering of the Bridgeport fire station building to the second most qualified design firm and to execute a Professional Services Agreement for the work.

The Essential Services Building Seismic Safety Act of 1986, along with California Building Code requires the Design and Construction of essential services buildings to be conducted under the direct and responsible supervision of a registered design professional.

With the most qualified firm being awarded two fire station buildings, Bridgeport design and engineering could be impacted. Awarding the work to a separate firm will avoid a potential schedule impact.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Previously the Board of Supervisors earmarked $750,000 from the Tobacco Settlement Fund to be used for fire station construction.

In January of 2010 the Board authorized the Public works director to issue a Request for Proposal for the design and manufacture of three fire station buildings in Mariposa County. There was no response to this RFP from any of the manufacturers. An RFP to local contractors for fire station construction resulted in two proposals, which were subsequently rejected. On June 7, 2011 the Board authorized a new RFP to be issued.

On June 28, 2011 an RFP for the Design and Engineering of the Fish Camp and Midpines fire stations was issued. Proposals were received on July 14 and were subsequently evaluated for responsiveness to the RFP requirements.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Approve the filing and proceed with Awarding; or
2. Not Approve and reconsider how to proceed with the project.

Financial Impact? (X) Yes ( ) No Current FY Cost: $0.00
Budgeted In Current FY? ( ) Yes (X) No ( ) Partially Funded
Amount in Budget: $0.00
Additional Funding Needed: $0.00
Source:
Internal Transfer
Unanticipated Revenue
Transfer Between Funds
Contingency
( ) General ( ) Other

List Attachments, number pages consecutively

Scope and Fee schedule for Bridgeport fire station

 COUNTY ADMINISTRATIVE OFFICER:
( ) Requested Action Recommended
( ) No Opinion
Comments:

Margie Williams, Clerk of the Board
County of Mariposa, State of California

By: Deputy

Revised Dec. 2002
COUNTY of MARIPOSA
P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

JIM ALLEN, CHAIR
JANET BIBBY, VICE-CHAIR
LEE STETSON
LYLE TURPIN
KEVIN CANN

DISTRICT V
DISTRICT III
DISTRICT I
DISTRICT II
DISTRICT IV

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO:               PETER REI, Interim Public Works Director
FROM:            MARGIE WILLIAMS, Clerk of the Board

SUBJECT:        Consent Agenda

RES. 11-404

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on August 16, 2011

ACTION AND VOTE:

CA-115     Public Works
Authorize the Public Works Director to Award the Design and Engineering of the
Bridgeport Fire Station Building to Swift Lee Office, and Sign the Agreement
(Subject to Review and Approval as to Form by County Counsel); Res. 11-404

Cc:  Bill Davis, Auditor
 File
      Jim Wilson, Fire Chief
SECTION 5 - SCHEDULE OF TASKS & PROPOSED TIME SCHEDULE

5.1 SCHEDULE OF TASKS

5.1.1 SCHEMATIC DESIGN

- Review Owner-supplied site, program, and concept design data.
- Review and validate program, area requirements, schedule and cost.
- Review regulatory agency and code requirements.
- Prepare preliminary 2D and/or 3D plans and sketches in order to present the design concept to the Owner.
- Prepare preliminary estimate of construction cost and project management schedule.
- Meeting(s) to present the schematic design documents to the Owner.

5.1.2 DESIGN DEVELOPMENT

- Based upon the approved Schematic Design.
- Develop and define building systems, materials and finishes.
- Review regulatory agency and code requirements.
- Prepare updated estimate of construction cost and project management schedule.
- Prepare preliminary specifications.
- Meeting(s) to present the design development documents to the Owner.

5.1.3 CONSTRUCTION DOCUMENTS

- Prepare detailed construction drawings and specifications as required for bidding and for regulatory agency approval.
- Prepare updated estimate of construction cost and project management schedule.
- Meeting(s) to present the construction documents to the Owner.

5.1.4 PERMITTING AND APPROVALS

- Prepare and submit plans for approval to all regulatory agencies having jurisdiction over the project.
- Incorporate plancheck corrections and resubmittal as required.

5.1.5 BIDDING AND PROCUREMENT

- Assist the owner in preparing and issuing the project for competitive bidding.
- Evaluate bids and assist the owner in awarding the contract for construction.

5.1.6 CONSTRUCTION ADMINISTRATION

- Observe the progress of construction at regular intervals for conformance with the intent of the Contract Documents.
- Review and respond to the general contractor's change order requests, requests for information, and payment requests.
- Prepare field reports as required.
- Review shop drawings, mock-ups, samples and other required submittals.
- Prepare final punchlist and assist with project close-out.

Swift Lee Office
SOQ for Design & Engineering Services for the Bridgeport Fire Station
Mariposa County Department of Public Works
July 14, 2011

ATTACHMENT #1
### 5.2 PROPOSED TIME SCHEDULE

#### ESTIMATED PROJECT SCHEDULE

<table>
<thead>
<tr>
<th>ID</th>
<th>Task Name</th>
<th>Duration</th>
<th>Start Date</th>
<th>Finish Date</th>
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<tbody>
<tr>
<td>1</td>
<td>Kick-Off Meeting</td>
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<td>Thu 01/11</td>
<td>Thu 01/11</td>
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<tr>
<td>2</td>
<td>Data Collection</td>
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<tr>
<td>3</td>
<td>Design Development 50%</td>
<td>3 wks</td>
<td>Fri 01/11</td>
<td>Thu 01/11</td>
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<tr>
<td>4</td>
<td>Client Review Meeting</td>
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<tr>
<td>5</td>
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<td>Fri 01/11</td>
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<tr>
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<td>Client Review Meeting</td>
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<td>Mon 01/11</td>
</tr>
<tr>
<td>8</td>
<td>Review &amp; Comments</td>
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<td>Mon 01/11</td>
<td>Mon 01/11</td>
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<tr>
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<td>Construction Documents</td>
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<td>10</td>
<td>Final Review</td>
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SECTION 8  COST ESTIMATE

BRIDGEPORT FIRE STATION (ENGINE COMPANY #27)

8.1 PROPOSED FEE BREAKDOWN

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<thead>
<tr>
<th>Service</th>
<th>Fee</th>
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<tr>
<td>Architectural</td>
<td>$25,000.00</td>
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<tr>
<td>Structural Engineering</td>
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<tr>
<td>Mechanical, Electrical, Plumbing, Title 24</td>
<td>$12,000.00</td>
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<tr>
<td>Special Inspections</td>
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<tr>
<td><strong>TOTAL</strong></td>
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</table>

8.2 PROPOSED FEE SCHEDULE

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<thead>
<tr>
<th>Service</th>
<th>Percentage</th>
<th>Fee</th>
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</thead>
<tbody>
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<td>Design</td>
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<td>Construction Documents</td>
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<td>Permitting</td>
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<td>Construction Administration</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>100%</td>
<td><strong>$48,500.00</strong></td>
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</tbody>
</table>

8.3 EXCLUSIONS

- landscape architect
- design for LEED certification
- plancheck and permit fees
- reimbursables for printing and postage
- on site & off site civil engineering
- Low Voltage (Security, A/V, telephone, CATV/SATV, etc.)
- Emergency generator, Fuel storage tank & Electrical main service
- As-built plans
- Soils Engineering

Swift Lee Office
SOQ for Design & Engineering Services for the Bridgeport Fire Station
Mariposa County Department of Public Works
July 14, 2011