



# COUNTY OF HUMBOLDT

For the meeting of: 11/28/2023

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File #: 23-1398

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Bid Authorization for the District Attorney's Office Flooring Project, Project Number 2023-103

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Receive and approve the attached plans and specifications for the District Attorney's Office Flooring Project, Project Number 2023-103; and
2. Direct the Clerk of the Board to publish the above-referenced project at least 14 calendar days before the date of bid opening, pursuant to Section 22037 of the California Public Contract Code, with bids to be opened on January 2, 2024, at 2:00 p.m.

**SOURCE OF FUNDING:**

General Fund - District Attorney (1100-205)

**DISCUSSION:**

On October 20, 2022, the County of Humboldt entered into a consultant services agreement with Nichols, Melburg and Rossetto Architects for professional design services related to tenant improvements to the District Attorney's Office for remediation of barriers to access as defined under the Americans with Disabilities Act and to correct deferred maintenance deficiencies.

The District Attorney's Office Flooring Project consists of flooring replacement for the District Attorney's Office located on the fourth floor of the Humboldt County Courthouse located at 825 Fifth Street, Eureka, California 95501. The work includes removing and disposing of the existing flooring and installing new commercial flooring and painting in select areas as shown in the project drawings. The existing flooring is deteriorated and is beyond its useful lifespan and constitutes a safety concern due to risk of tripping and falling over the lifting, tearing and wrinkling of the carpet for occupants and users of the space.

Disruptive work will be conducted outside of normal business hours in an effort to limit impacts on programs, services and activities offered within the building. The project is currently broken out into

ten (1) separate phases and is anticipated to take one hundred (100) days to complete. Staff worked with Public Works, Information Technology, the District Attorney’s Office and Nichols, Melburg and Rossetto Architects in developing the phasing plan and scope of the District Attorney’s Office Flooring Project.

The District Attorney’s Office Flooring Project is in line with the county’s Facilities Master Plan by investing in county owned facilities and improving ADA accessibility.

**FINANCIAL IMPACT:**

<b>Expenditures (1100-205)</b>	<b>FY23-24</b>
Budgeted Expenses	\$320,000.00
<b>Total Expenditures</b>	<b>\$320,000.00</b>
<b>Funding Sources (1100-205)</b>	<b>FY23-24 Adopted</b>
Fees/Other	\$320,000.00
<b>Total Funding Sources</b>	<b>\$320,000.00</b>

\*Projected amounts are estimates and are subject to change.

Actual budget numbers for the District Attorney’s Office Flooring Project will not be known until the project has officially bid. However, the architect’s estimate for the project is Two Hundred Sixty Thousand Dollars (\$260,000.00). The estimated project total, combined with current project soft costs in the amount of Eight Thousand Dollars (\$8,000.00) and contingencies establishes an estimated total amount of Three Hundred Twenty Thousand Dollars (\$320,000.00). Project estimates reflect project complexities such as the need to complete the work after hours in ten (10) separate phases in an office that is fully occupied by staff all while limiting project impacts on the services offered by the District Attorney’s Office. The District Attorney’s Office budget unit 1100-205 has sufficient funds in fiscal year 2023-24 for the estimated expenses.

**STAFFING IMPACT:**

The recommended actions will not impact current staffing levels.

**STRATEGIC FRAMEWORK:**

The recommended actions support the following areas of the Board of Supervisors’ Strategic Framework.

Core Roles: Provide for and maintain infrastructure

New Initiatives: Foster transparent, accessible, welcoming and user friendly services

Strategic Plan: 4.2 - Create a community where county programs services and facilities are accessible to all with disabilities

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached plans and specifications for the District Attorney's Office Flooring Project. However, this alternative is not recommended as there are barriers to access as defined under the Americans with Disabilities Act and current conditions in the District Attorney's Office are poor at best.

ATTACHMENTS:

1. Architectural drawing for the District Attorney's Office Flooring Project
2. Technical Specifications for the District Attorney's Office Flooring Project

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A