



# County of Santa Cruz

## PARKS, OPEN SPACE & CULTURAL SERVICES

979 17 th AVENUE, SANTA CRUZ, CA 96062

(831) 454-7900 FAX: (831) 454-7940 TDD: (831) 454-7978

**BARRY C. SAMUEL, DIRECTOR**

March 5, 2001

AGENDA: March 20, 2001

### BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, CA 95060

SUBJECT: SANTA CRUZ VETERANS MEMORIAL BUILDING  
BASEMENT REMODEL PROJECT

Dear Members of the Board:

On December 7, 1999, your Board awarded a design contract in the amount of \$24,800 to Thacher & Thompson Architects for preparing contract documents and construction observation services for sound proofing and remodeling of the basement at the Santa Cruz Veterans Memorial Building. Both the design services and construction remodeling have since been completed. The term of the design consultants agreement has since expired.

Unfortunately, the design services contract with Thacher and Thompson Architects did not include the reimbursable expenses, ie. Blueprinting, Xeroxing, etc., as part of the not-to-exceed design services cost. Per Exhibit B of the contract documents, it was the consultants intent to bill for the reimbursable expenses at cost plus a 15% administration fee. The total cost of the remaining reimbursable expenses is \$564.89.

In order to proceed **with** the close out of the design services contract, both the term of the agreement and the contract amount **will** need to be amended.

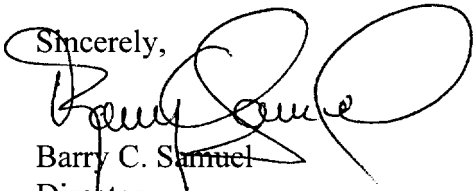
BOARD OF SUPERVISORS  
SANTA CRUZ VETERANS MEMORIAL BUILDING  
BASEMENT REMODEL PROJECT  
Page 2

AGENDA: March 20, 2001

It is therefore RECOMMENDED that your Board take the following actions:

1. Approve an amendment to contract CO 91993 by extending the term of the contract until June 30, 2001, and by increasing the cost by \$564.89 for the remaining reimbursable expenses for a total project cost of \$25,365.00; and
2. Authorize the Director of the Department of Parks, Open Space and Cultural Services to sign the Contract Amendment on behalf of the County.

Sincerely,



Barry C. Samuel  
Director

BCS:ro

RECOMMENDED:



SUSAN A. MAURIELLO  
County Administrative Officer

Attachments: Contract Amendment; ADM29

cc: Auditor-Controller, Office of the County Counsel, CAO, Parks, General Services, Consultant

# AMENDMENT TO AGREEMENT

The parties hereto agree to amend that certain Agreement dated December 7<sup>th</sup>, 1999, by and between the COUNTY OF SANTA CRUZ, and THACHER & THOMPSON, ARCHITECTS, by extending the term of the contract through June 30, 2001 and adding \$565.00 for reimbursable expenses in accordance with Exhibit B for a contract total not-to-exceed \$25,365.00.

All other provisions of said agreement shall remain the same.

COUNTY OF SANTA CRUZ

By: \_\_\_\_\_

APPROVED AS TO INSURANCE:

By: Janet McKinley 3-7-2001  
Risk Management

CONTRACTOR: **Thacher & Thompson,  
Architects**

By: Thacher

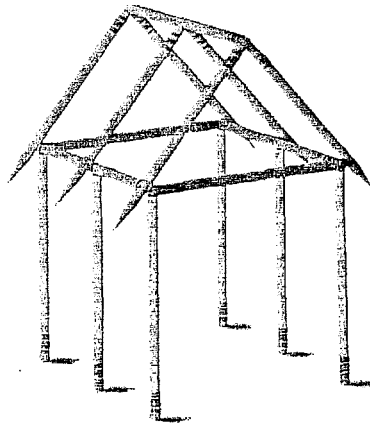
Address: 200 Washington Street, Suite 201  
City/State: Santa Cruz, CA 95060  
Phone: (83 1) 457-3939  
Fax: (83 1) 426-7609

APPROVED AS TO FORM:

By: Marie Costa  
County Counsel

DISTRIBUTION:

CAO, Parks, Auditor-Controller, County Counsel, Risk Mgt., Consultant



THACHER & THOMPSON ARCHITECTS

200 WASHINGTON STREET, SUITE 201, SACRUZ, CA 95060  
(831) 457-3939 FAX (831) 426-7609 WWW.TNTARCH.COM

October 25, 1999

County of Santa Cruz  
Bob Olson, Park Planner  
979 17<sup>th</sup> Avenue  
Santa Cruz, CA 95062

RE: Architectural Design Services for Improvements to the  
Santa Cruz Veterans Memorial Building

Dear Mr. Olson:

Thank you for considering Thacher and Thompson for the improvements to the Santa Cruz Veterans Memorial Building at 846 Front Street, Santa Cruz, California.

This proposal is based on the County of Santa Cruz POSCS letter of August 27, 1999. The scope of work has changed from the items included in the letter. The Scope of work now only includes items 1, 2 and 3 as shown on the proposed improvement floor plan. Also included are an elevator lobby and a disabled evacuation area that will be located in the existing foyer. The elevator lobby and evacuation area are requirements based on a meeting with Bob Olson and the County Building Department.

This proposal includes the tasks described in the County of Santa Cruz POSCS letter of August 27, 1999 as.. . Phase 1 – Analysis.. .Phase 2 – Documents., and Phase 3 – Construction. Section 1.04 relating to the impact on historical elements is not part of the project scope as it is recognized that the location of the improvements will not effect the exterior or other important areas such as the entry corridor or auditorium,

We have contacted Watsonville Construction and they have agreed to prepare a construction cost estimate for a fee of 3500.00. They are a well established general contracting firm and have done other projects for the County. Where as Thacher & Thompson agrees to include the cost of these estimating services in our contract with the County, we do not assume responsibility for the accuracy of construction cost estimates.

Olson / Veterans Memorial Bldg.  
October 25, 1999  
Page 3

Work beyond the scope outlined above will be done as an additional service at our hourly rates as follows:

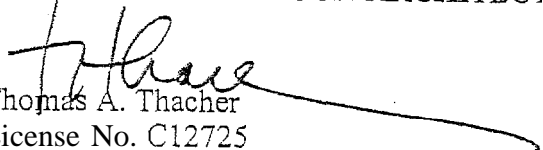
Principal Architect	115.00/hour
Associate Architect	100.00/hour
Project Architect	75.00/hour
Design/Draftsperson II	55.00/hour
Design/Draftsperson I	35.00/hour
Clerical	40.00/hour

Reimbursable expenses such as blueprinting, Xerox, etc. will be billed at cost plus a 15% administration fee.

You will be billed at the beginning of each month and payment will be due by the 15th of the same month. A late payment charge of 1.5% per month will begin accruing on overdue accounts after the 30th day of the same month.

We look forward to serving you. Please feel free to give me a call if you have any questions.

Sincerely,  
THACHER & THOMPSON ARCHITECTS

  
Thomas A. Thacher  
License No. C12725  
Vice President

COUNTY OF SANTA CRUZ  
REQUEST FOR APPROVAL OF AGREEMENT

0252

TO: Board of Supervisors  
County Administrative Officer  
County Counsel  
Auditor-Controller

FROM:

Parks, Open Space & Cultural Services (Dept.)

[Signature] (Signature) 3/5/01 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

1. Said agreement is between the County of Santa Cruz (Agency)  
and, Thacher & Thompson, Architects, 200 Washington St., Suite 201, Santa Cruz, CA 95060 (Name & Address)

2. The agreement will provide design services for sound proofing and remodeling at the Santa Cruz Veterans Memorial Building basement to include offices, storage space and conference room

3. The agreement is needed, because Parks staff cannot provide the architectural services required to design this project

4. Period of the agreement is from July 1, 2000 to June 30, 2001

5. Anticipated cost is \$ 565.00 (Fixed amount; Monthly rate; Not to exceed)

6. Remarks: Requested on the CAL 2000-2001 as a Section II Item 8 but inadvertently left off final list \$24,800 + 565 = \$25,365.00

7. Appropriations are budgeted in 191150 019002 (Index#) 6610 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered. Contract No. CO91993 Date 3/8/01  
are not will be

GARY A. KNUTSON, Auditor - Controller

By [Signature] Deputy.

Proposed - reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the Director of County Parks to execute the same on behalf of the County of Santa Cruz

(Agency). County Administrative Officer

Remarks:

(Analyst)

By [Signature] Date 3/9/01

Agreement approved as to form. Date \_\_\_\_\_

Distribution on:

Bd. of Supv. - White  
Auditor-Controller - Blue  
County Counsel - Green \*  
Co. Admin. Officer - Canary  
Auditor-Controller - Pink  
Originating Dept. - Goldenrod

To Orig. Dept. if rejected.

ADM - 29 (6/95)

State of California )  
County of Santa Cruz ) ss

I \_\_\_\_\_ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,  
State of California, do hereby certify that the foregoing request for approval of agreement was approved by  
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered  
in the minutes of said Board on \_\_\_\_\_

County Administrative Officer  
By \_\_\_\_\_ Deputy Clerk