

DEPARTMENT: Public Works

By: Michael Edwards

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No X)

Resolution authorizing the Chair to execute an amended Library Services and Construction Act (LSCA) Grant application; confirm that County funds will be budgeted to complete the project as necessary; and authorize the Public Works Director to execute an Agreement with DuPertuis Scott Architects for full architectural services for the new Library.

The amended grant application (Attachment #1) is necessary to reflect changes in scope and cost as a result of changes negotiated with the State Library Building Consultant and project estimates based on recent escalated costs experienced on other County projects. The agreed upon building size is now 8,000 square feet. The architect and staff will be available to describe other recent changes to the schematic design. The amended application also designates the current County Librarian as the new County Consulting Librarian for the LSCA.

Attachment #2 summarizes the revised project cost estimates, the proposed County contributions and the shortfall that needs to be provided as part of the FY 99/2000 budget. Funding is available for the architectural services and other professional fees.

Attachment #3 is the Agreement for full architectural services with DuPertuis Scott Architects.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Previously, the Board authorized the Chair to sign a new LSCA grant application requesting additional funds to increase the building size from 7,200 to 8,500 square feet. That application was not successful. Staff and the Board committee have since worked with the State Librarian and Consultant to arrive at a building size (8,000 square feet) and a schematic design that meets both State needs and County resources availability. Clear title has been acquired to the property and the Board has authorized the sale of the structures and other items now occupying the site. The architect has completed the prior contract work for schematic design services and has performed very well.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not take recommended action. The County would lose the prior LSCA grant commitment of \$296,473.

COSTS: (X) Not Applicable	
A. Budgeted current FY>	\$ _____
B. Total anticipated Costs>	\$ _____
C. Required additional funding>	\$ _____
D. Internal transfers>	\$ _____

COSTS: () 4/5th Vote Required	
A. Unanticipated revenues>	\$ _____
B. Reserve for contingencies>	\$ _____
C. Source description: >	_____

Balance in Reserve Contingencies, If Approved:
\$ _____

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

1. Amended LSCA Grant Application (10 pgs.)
2. Summary of Library Costs (1 pg.)
3. Proposal and Contract with DuPertuis Scott Architects (18 pgs)

CLERK'S USE ONLY

Res. No.: 99-61 Ord. No.: _____

Vote - Ayes: _____ Noes: _____

Absent: _____ Abstained: _____

- Approved Denied
 Minute Order Attached No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office

Date: _____

ATTEST: _____
MARGIE WILLIAMS, Clerk of the Board

By: _____
Deputy

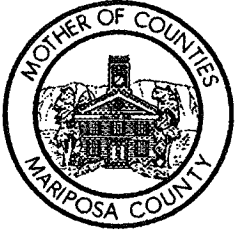
ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

- Recommended
 Not Recommended
 For Policy Determination
 Submitted With Comment
 Returned for Further Action

Comment: _____

C.A.O. Initials:  _____



COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

PATTI A. REILLY, CHAIR
BOB PICKARD, VICE-CHAIRMAN
DOUG BALMAIN
ROBERT C. STEWART
GARRY R. PARKER

DISTRICT I
DISTRICT V
DISTRICT II
DISTRICT III
DISTRICT IV



MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MIKE EDWARDS, Public Works Director
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: Amended Library Services and Construction Act (LSCA) Grant Application; Res. 99-61

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on February 23, 1999

ACTION AND VOTE:

Mike Edwards, Public Works Director;
Resolution Authorizing the Chair to Execute an Amended Library Services and Construction Act (LSCA) Grant Application; Confirm that County Funds Will be Budgeted to Complete the Project as Necessary; and Authorize the Public Works Director to Execute an Agreement with DuPertuis Scott Architects for Full Architectural Service for the New Library
BOARD ACTION: Discussion was held, and Mike Edwards advised of the status of the project. Jacque Meriam/Librarian, and Craig Scott/DuPertuis Scott Architects, were present for the discussion. (M)Parker, (S)Reilly, Res. 99-61 adopted approving the recommended action, and giving direction to staff to do everything possible to begin construction no later than October 1999/Ayes: Unanimous.

cc: Jacque Meriam, Librarian
Jeffrey G. Green, County Counsel
Janet Hogan, County Administrative Officer
Ken Hawkins, Auditor
Agreement File

LIBRARY SERVICES AND CONSTRUCTION ACT, TITLE II
PUBLIC LIBRARY CONSTRUCTION PROJECT
1997/98 APPLICATION

A. IDENTIFICATION OF GRANT APPLICANT

1. Legal Name of jurisdiction owning the facility at end of project:

Mariposa County

2. Project Contact Person's Name: Mike Edwards

Title: Director -Public Works Telephone: 209-966-5356

Address: 4639 Ben Hur Road Mariposa CA 95338

B. PROJECT IDENTIFICATION

1. Official Name of Project: Mariposa County Library

2. Location of Project:

a. Street Address: corner of 10th and Jones Streets

b. City: Mariposa

3. Congressional District(s) within which project lies: 19

C. PRESENT LIBRARY FACILITY INFORMATION:

1. Is there currently an existing public library for the service area?

Yes No

2. Year Present Library Facility was built:

1971

3. Year Present Library Facility was expanded:

4. Year Present Library Facility was remodeled:

D. TYPE OF PROPOSED LIBRARY PROJECT

4. Type of Project: (Check all applicable spaces)

- a. X New Construction
- b. Expansion of an Existing Library
- c. Conversion of an Existing Building into a Library
- d. General Remodeling
- e. Technology Retrofit/Enhancement
- f. ADA Retrofit/Enhancement
- g. Seismic Retrofit/Enhancement
- h. Safety Retrofit/Enhancement
- i. Energy Retrofit/Enhancement

E. SIZE OF PROJECT

1. Square Footage:

a. New Square Footage 8,000 SQ. FT.

(Square Footage for a New Bldg.)

b. Expanded Square Footage SQ. FT.

(Square Footage of Addition to
an existing building)

b. Remodeled Square Footage SQ. FT.

(Includes either retrofit of an
existing library or the conversion
of a building not currently a library)

F. IDENTIFICATION OF PROFESSIONAL SERVICES

1. Name of Professional Librarian acting as consultant:

Jacque Miriam

2. Name of Architect who will design project:

Craig Scott DuPertuis Scott Architects

California Registration Number: C-14508

G. POPULATION OF PROJECT SERVICE AREA

1. Planning for the project has been based upon a population projection for how many years into the future? 15 (Number of Years)

2. The population projection is: 22,600 (Number of People)

3. The source of the population projection is: Dept of Finance Projections

H. NEED FOR THE PROPOSED PROJECT

In the space provided below, state briefly the need for the building project . Do not attach additional pages. Illustrative photographs may be attached, but are optional.

The current facility is not in compliance with ADA

The current facility has reached maximum capacity in shelving and seating capacity.

Many collections are housed in staff work areas because there is no space in the public service area.

The current facility has crowded and ineffective work space for staff and no office for the County Librarian

There is no programming space or meeting room in the current facility

I. PROJECT PLANNING DOCUMENTATION

While all of the following project planning documents are optional, two copies (not four) of each should be included if they have been completed at the time of the application deadline.

1. Has a Needs Assessment for the project been prepared? Yes / No
on file with State Library
(If so, attach to application - Optional)
2. Has a Library Facilities Masterplan or Strategic Long Range Plan, with a facilities component for which this project is included, been prepared? Yes / No
On file with State Library
(If so, attach to application, flag and highlight parts pertaining to the proposed project - Optional)
3. Has a Library Building Program been prepared? Yes / No
On file with State Library
(If so, attach to application - Optional)
4. Has a Site Selection Study been performed? Yes / No
on file with State Library
(If so, attach pertinent documentation to application - Optional)
5. Have the following Architectural Plans been created?
 - a. Conceptual Plans Yes / No
 - b. Schematic Plans Yes / No
 - c. ^{on file with State Library} Design Development Plans (Preliminaries) Yes / No
 - d. Working Drawings Yes / No
 - e. Final Construction Documents Yes / No

(If so, include the most recent of any of the above architectural plans with the application - Optional)

J. PROJECT SITE INFORMATION

1. Is the site owned by the grant applicant? Yes No
2. Will it be owned by the grant applicant at end of project? Yes No
3. When will the site be owned? January 1999 (Date)
4. Has a lease agreement for the site been executed? Yes / No
5. Will a lease agreement be executed for the site in the future? Yes / No
6. When will the lease agreement be final? _____ (Date)
7. What is the size of the site? 13,117 SQ. FT.
8. How many library parking spaces are planned on the site? 25 Spaces
9. Provide a map of the service area showing the location of the library site if one has been determined. Identify major thoroughfares and retail shopping centers as well as government centers and schools. on file with the State Library
10. In the space provided below, summarize how the proposed site was selected, and indicate what you consider to be the best aspects of the site for a public library:

A Site Evaluation Study of October 1997 evaluated potential library sites in the Mariposa Town Planning Area (MTPA).

5 potential sites were studied and 2 were identified as feasible for library sites.

Best aspects:

- *close to schools, within walking distance
- *adequate parking
- *is located on east side of Highway 140 so students are not required to cross the highway
- * enough space for a single story library

K. SUMMARY OF EXISTING LIBRARY & PROPOSED PROJECT

		<u>Existing</u>	<u>Proposed</u>
1. Collections:	Estimated Square Footage:	<u>900</u>	<u>3698</u>
a. Books	Number of Volumes:		<u>39,705</u>
b. Audio-Visual	Number of Items:	<u>800</u>	<u>2,000</u>
c. Periodicals	Number of Titles:	<u>32</u>	<u>96</u>
2. Reader's Seating:	Estimated Square Footage	<u>500</u>	<u>1,132</u>
	Number of Seats:	<u>19</u>	<u>58</u>
3. Staff & Volunteer Workstations	Estimated Square Footage:	<u>700</u>	<u>1,480</u>
a. Number of Workstations at Public Service Desks:		<u>1</u>	<u>4-6</u>
	Number at Circulation Desk:	<u>1</u>	<u>3</u>
	Number at Reference Desk:	<u>0</u>	<u>0</u>
	Number at Children's Desk:	<u>0</u>	<u>0</u>
	Number at Other Desks:	<u>0</u>	<u>0</u>
	Specify: _____		
b. Number of Workstations in Workrooms and Offices etc.		<u>2</u>	<u>6</u>
4. Meeting Rooms:	Estimated Square Footage:	<u>0</u>	<u>580</u>
a. Meeting Rooms	Number of Seats:	<u>0</u>	<u>30</u>
b. Conference Rooms	Number of Seats:	<u>0</u>	<u>0</u>
c. Other Rooms/Areas	Number of Seats:	<u>0</u>	<u>0</u>
	Specify: _____		
5. Special Purpose:	Estimated Square Footage	<u>200</u>	<u>210</u>
	(Include space for electronic workstations, kitchenettes, shipping, storage, misc. etc.)		
6. Non-Assignable SF:	Estimated Square Footage	<u>100</u>	<u>900</u>
7. Total Gross SF:	Estimated Square Footage	<u>2400</u>	<u>8,000</u>

JUSTIFICATION OF PROJECT SIZE

1. Describe how the square footage for the project was arrived at and how it meets any locally adopted community library service standards:

The square footage was arrived at through the Building Program October 1997 with a revised Space Program Summary January 1998.

Square footage projections came from several sources: Building Blocks for Library Space, architect's projections, and discussions with the State Library Building Consultant.

M. PROJECT SCHEDULE

Assuming grant awards will be made by the State Librarian by April 1st, and assuming it will take at least two months to execute a contract between the State Library and the grant recipient, provide dates by which each of the following will happen:

1. Submittal of Pre-contract Requirements to State: May 31, 1999
(Flood Plain Information, CEQA
Documentation, Clear Title for Site,
EPA "Violating Facilities" Clearance)
2. Submittal of Building Program to State: submitted November 1997
3. Submittal of Schematic Plans to State: submitted December 1997
(Allow 15 Working Days for Review)
4. Submittal of Design Development Plans to State: July 1, 1999
(Allow 15 Working Days for Review)
5. Submit Working Drawings to State: October 1, 1999
(Allow 30 Working Days for Review)
6. Date Project will be Advertised for Bids: November 15, 1999
7. Date Project will begin Construction: January 2000
8. Date Construction will be Completed: December 2000
(Including installation of furnishings & equipment)

N. ELIGIBLE PROJECT COSTS:

1. Acquisition of Site \$ 256,000

2. Site Demolition \$ 30,000

3. Site Development \$ 150,000

(Including parking, landscaping, major grading, etc.)

4. Construction of New Space \$ 940,000

(Including new buildings & expansions)

Cost / SF: \$ 117.50

5. Remodeling \$ ----

(General or specialized)

6. Interiors \$ 217,000

(Including furnishings, equipment etc.)

Cost / SF: \$ 27

7. Professional fees \$ 191,500

(Including planning fees for architects, engineers, interior designers, library consultants, surveyors etc.)

8. Other \$ 100,000

(Specify: Contingency)

9. TOTAL PROJECT COSTS: \$ 1,884,500

(Sum of 1. through 8.)

O. SOURCES OF PROJECT FUNDS:

		<u>Date</u>
1. Local Matching Funds:		Secured*
a.	Tax Levy or General Fund	\$ _____
b.	Bonds, authorized for this project:	\$ _____
c.	Accumulated Capital Improvement Projected interest	\$ <u>1,252,065</u> 24,000
		<u>February 1999</u> <u>October 1999</u>
d.	Community Development Block Grant (CDBG)	\$ _____
e.	Private (Gifts & Donations)	\$ _____
	FY 99/2000 appropriation	
f.	Other Eligible Funds (Specify: _____)	\$ <u>311,962</u>
		<u>September</u>

Expenditures related to building or site acquisition, architects' fees and preliminary planning etc. to be used as local match funds may not be incurred prior to April 1, 1995)

2.	Sub-Total of Local Matching Funds (Sum of 1.a. through 1.f.)	\$ <u>1,588,027</u>
3.	LSCA Title II Request (This line item must be equal to or less than line 2 since local funds must be at least 50% of project.)	\$ <u>0</u>
3.5	LSCA Title II previous grant award	296,473
4.	TOTAL FUNDS AVAILABLE FOR PROJECT: (Sum of 2. and 3.)	\$ <u>1,884,500</u>

(Line O.4. must equal line N.9. so that project costs equal funds available.)

* "Secured" means the grant applicant has control over the funds, and has committed to allocate the funds to the project in the attached resolution, ordinance or minute order (See Section "P" which follows). Without both control and commitment, the funds are not considered "secure." Provide the date when both conditions have been or will be met.

P. LOCAL MATCHING FUNDING COMMITMENT

Submit with the application a resolution, ordinance or minute order by the appropriate governing body that includes statements that confirm the commitment of the local funding for the project and that name the authorized official who is signing and officially submitting the application.

Q. OPERATING JURISDICTION'S CONCURRENCE:

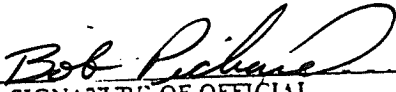
For all projects in which the applicant jurisdiction is not the jurisdiction that operates the library service in the proposed facility, provide a statement from the director of the public library that will operate the service in the proposed facility, that the library supports the application and will budget appropriate operating funds for that service if the application is approved. The library director is the officer who oversees the library serving the community (the city, county, or district librarian, not the branch librarian in a multi-branch system).

R. CERTIFICATION OF APPLICATION

I certify to the best of my knowledge that the preceding application of the
County of Mariposa

(name of jurisdiction)

is true and complete. Upon approval of this application, design and construction of the project will begin promptly and be completed without unreasonable delay in accordance with the application. It is understood that all design documents will be subject to State Library approval, and that LSCA grant funds herein applied for are subject to receipt from the Federal Institute of Museum and Library Services (IMLS). *All contracts for library construction shall be awarded to the lowest responsible bidder on the basis of open competitive bidding.*



SIGNATURE OF OFFICIAL
AUTHORIZED TO MAKE APPLICATION
BY ATTACHED ORDINANCE,
RESOLUTION OR MINUTE ORDER
OF THE GOVERNING BODY.


PRINT NAME

Chairman, Board of Supervisors
PRINT TITLE

3-9-99
DATE

Return four copies (one copy must have original signatures) of this application, a resolution, ordinance or minute order by the governing body that includes statements that confirm the availability of the local funding for the project and that name the authorized official who signs above and submits the application, and all other required and optional application materials, so they are received (not postmarked) by 5 p.m., Monday, February 16, 1998, at:

Richard B. Hall - LSCA Title II Applications
Library Development Services, California State Library
(Postal service): P.O. Box 942837, Sacramento CA 94237-0001
(Delivery service): 900 N Street, Suite 500, Sacramento, CA 95814
(delivery phone: 916/653-5217)