



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1
Vice-Chair

Kollin Kosmicki
District No. 2
Chair

Mindy Sotelo
District No. 3

Angela Curro
District No. 4

Ignacio Velazquez
District No. 5

Item Number: 3.2

MEETING DATE: 05/06/2025

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Steve Loupe

DEPT HEAD/DIRECTOR: Steve Loupe

SUBJECT:

RESOURCE MANAGEMENT AGENCY – S. LOUPE, PUBLIC WORKS ADMINISTRATOR

Authorize the Public Works Administrator to enter into a contract with Anderson Brule Architects, the highest ranked architectural and engineering design team, for an amount of \$84,915.00, to perform preliminary design services for the San Benito County Old Courthouse Project located at 440 Fifth Street. The contract scope will be to perform the initial phase of work for architectural and engineering design services that includes Building Assessment, Concept Design, and Cost Modeling for the San Benito County Old Courthouse Project. No detailed design work is included in this initial phase of work. SBC FILE NUMBER: 105.3

AGENDA SECTION:

REGULAR AGENDA

BACKGROUND/SUMMARY:

On November 5, 2024, the County released a Request for Proposals (RFP) for Architectural and Engineering Design Services to produce construction documents for the remodel of the Old County Courthouse building. That building experienced a fire more than a year ago, however, the interior of the building has now been remediated and is essentially a shell with an empty interior.

The County received nine excellent proposals from qualified consulting firms on January 10, 2025. As shown in the attached scoring summary, Anderson Brule Architects received the highest total score from the three evaluation panelists. The panel consisted of the County's Capital Program Manager, the Capital Project Manager, and the Public Works Administrator.

The design and remodeling of the Old Courthouse will need to proceed expeditiously so that County staff are relocated into that building. This relocation will allow the existing Library to be vacated so that the Library Expansion Project can commence.

Per the above, County staff recommends awarding the Phase I design contract to the highest ranked team, Anderson Brule Architect to perform the initial phase of work for architectural and engineering design services. This scope of work includes Building Assessment, Concept Design, and Cost Modeling for the San Benito County Old Courthouse Project. No detailed design work is included in this initial phase of work.

This preliminary work is needed for two primary reasons as follows:

1) The County's insurance provider has not yet provided cost reimbursement to the County that would pay for rehabilitating and remodeling the Old Courthouse. When that payment is provided, the County will need some mechanism to determine if that payment provides a sufficient level of compensation for the required rehabilitating and remodeling of the building.

2) In lieu of the above, prior to reimbursing the insured for their damages or loss, insurance providers often request input from the insured as to their requested level of compensation. In other words, it's possible that the County's insurance provider will ask the County for their estimated funding needs to rehabilitate and remodel the damaged building and then, based on the County's input, send reimbursement to the County.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

No

RFP AND BID HISTORY:

On November 5, 2024, the County released a Request for Proposals (RFP) for Architectural and Engineering Design Services to produce construction documents for the remodel of the Old County Courthouse building.

The County received nine excellent proposals from qualified consulting firms on January 10, 2025.

LAST CONTRACT AMOUNT OR N/A:

N/A

CONTRACT HISTORY (Describe all amendments and previous contracts):

n/a

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

Non-general Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

N/A

CURRENT FY COST:

\$0 (\$84,915.00: Funding source is existing Teeter funds that were approved for the FY 24/25 County budget)

STAFF RECOMMENDATION:

Staff Respectfully Recommend:

Authorize the Public Works Administrator to enter into a contract with Anderson Brule Architects for an amount of \$84,915.00. The contract scope will be to perform the initial phase of work for architectural and engineering design services that includes Building Assessment, Concept Design, and Cost Modeling for the San Benito County Old Courthouse Project. No detailed design work is included in this initial phase of work.

ATTACHMENTS:

COURTHOUSE RFP SCORE SUMMARY

COSB - Fee Proposal - Old Courthouse Project_Prelim_Phase