

# DEPARTMENT of PUBLIC WORKS

County of Lassen



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2023/92

November 3, 2023

TO: Board of Supervisors  
Agenda Date: November 14, 2023

FROM: Department of Public Works

SUBJECT: Additional Contingency Funding for Lassen County Historic Courthouse  
Renovation Project – Tenant Improvements

RECOMMENDATION: That the Board: 1) Increase Lassen County Historic Courthouse Renovation Project – Tenant Improvements contract amount available for Contract Change Orders from \$400,000 to \$650,000; 2) Authorize Director of Public Works to execute Contract Change Orders up to a "Not to Exceed" amount of \$650,000 or a total contract "Not to Exceed" amount of \$6,532,748.

DISCUSSION: On March 28, 2023 the Lassen County Historic Courthouse Renovation Project – Tenant Improvements contract was awarded to Ginno Construction, Inc. of Chico, CA in the amount of \$5,882,748.00 (Board Letter Attached). At that time an additional \$400,000 (7% of original contract) was authorized for project contingency to manage Contract Change Orders. Approximately two weeks later (4/11/23) the Board approved the consolidation of the office of Lassen County Auditor with the office of Lassen County Treasurer/Tax Collector. This consolidation changed the space needs of those respective offices and space design that had been planned for re-population of the Courthouse, by the Tax Collector, following completion of the modernization project.

With consolidation of the offices, for efficiency, it was decided to maintain the current arrangement, with all offices remaining in the Annex Building (Tax Collector on level 1 and Auditor on level 2). The space originally planned for use by the Tax Collector on level 1 of the Courthouse was re-configured for use by County Counsel, originally located on level 2. The space vacated by County Counsel on level 2 was reconfigured to create a larger office/multipurpose room with workstations for use by members of the Board to conduct business.

These changes totaled \$171,900 (43% of contingency). Another large change in the amount of \$161,264 (40% of contingency) was needed to re-construct the rough window openings to allow for proper installation of new windows. These two unforeseen conditions together total \$333,164 (83% of contingency). There have also been numerous smaller change orders, typical for a project of this type, that total \$64,298. Currently \$397,462 of the \$400,000

contingency has been expended and \$64,298 in potential contract change orders (PCO) is currently pending.

The request to add \$250,000, for a total amount of \$650,000 (11% of original bid) in contingency, would cover the pending \$64,298 PCO and allow contingency for the remainder of project. Two future PCO's are: 1) replacement of the limited existing exterior lighting to provide more coverage for safety, security and aesthetics; 2) Repair of the exterior concrete/tile surface around the front columns of the entrance area to the building. Value wise the project is nearing its mid-point and the majority of unknown conditions have been addressed.

ALTERNATIVE: Not Approve.

FINANCIAL IMPACT: Funding is available within the current 2023/2024 Fiscal Year County Budget. Expenditures would be paid out of Courthouse Square Construction Fund/Budget Unit No. 154-1541.

OTHER AGENCY INVOLVEMENT: Grantor - California Natural Resources Agency

DEPARTMENT APPROVAL: \_\_\_\_\_



REVIEWED FOR AGENDA: \_\_\_\_\_