



COUNTY OF ORANGE

RESOURCES & DEVELOPMENT MANAGEMENT DEPARTMENT

INTERNAL SERVICES / A&E PROJECT MANAGEMENT

MEMO

DATE: June 29, 2007
TO: Distribution
FROM: Stephen Johsz, RDMD/A&E
SUBJECT: 433 Civic Center Drive

On June 15, 2007, a cursory inspection of 433 Civic Center Drive was conducted by Clark Shen and Stephen Johsz of RDMD/A&E at the request of the Orange County Archives Director and RDMD Real Estate Services.

The wood office frame building, constructed in two sections between 1957 and 1962, is two stories with a basement and approximately 8,812 SF. The Clerk-Recorder's Office is investigating the purchase of the building, exploring either renovating the existing building or constructing a new facility at the same location. The following preliminary scope of work, proposed project cost (excluding purchase price, etc.) and schedule has been prepared for your use.

RENOVATION

(Required to meet the functional needs outlined by the Orange County Archives Director)

Exterior

- Add elevator to northeast side of building
- Install new building signage
- Seal building to improve basement humidity control
- Seal parking lot and re-stripe
- Improve landscaping and lighting for improved security
- Convert door to east side parking into emergency exit
- Seismic retrofit
- ADA retrofit
- Install new roof
- Replace HVAC system with zoned controls, humidifier and dehumidifier systems

Interior – Basement

- Create an open floor by removing basement walls, revise structural supports, add shelving

Interior – First Floor

- Create an open floor, revise structural supports
- Remove/relocate restrooms
- Add reception desk/work station

Interior – Second Floor

- Upgrade restrooms, including ADA compliance
- Open passageway between east and west sides of floor
- Renovate existing offices to accommodate Archives Research Room and Conference Room
- Add a break room with sink, refrigerator, microwave, etc.

Interior – General

- Add centralized, zone lighting control for basement and first floor
- Remove southwest staircase (stairway must remain for emergency egress)
- Add archival standard fire sprinkler system (preaction?)

Other Work Identified by A&E During Walkthrough that will Impact the Improved Cost

- Hazardous material assessment and removal (asbestos, lead, PCB's and mold)
- Building system assessment (HVAC, electrical and plumbing systems)
- Possible upgrade of electrical and plumbing systems
- Update fire alarm system
- Structural assessment of roof and floor systems
- Parking requirements assessment
- Environmental review under CEQA
- Fire department access assessment
- Installation of CCTV
- Installation of intrusion alarm systems
- Updated telephone and data systems
- Updated floor and wall coverings/repainting
- Replacement of ceiling tiles
- Preparation of base drawings since no as-built drawings are available

Current Project Cost*

Renovation	Cost (\$)
Design	240,000
Construction Phase Services	60,000
Plan Check Fees	20,000
Design Administration (5%)	12,000
Engineering and Design Total	332,000
Construction (8812 SF x \$270/SF)	2,380,000
Contractors O.H & Profit (12%)	285,500
Subtotal	2,665,500
Permit/Inspection Fees	25,000
Subtotal	2,690,500
Contingency, Testing, CO (15%)	403,500
Construction Admin. (5%)	134,500
Construction Total	3,228,500
Total*	3,560,500

Location:
1152 E. Fruit Street, Building #1
Santa Ana, CA 92701

Mailing Address:
RDM Dept./ A&E Project Management
1152 E. Fruit Street, Building #1
Santa Ana, CA 92701

Phone: (714) 567-6573
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Schedule

Design (A-E selection, contract award, design, CEQA and construction documents) – 16 months
 Construction (Bidding, contractor selection, construction) – 12 months

NEW CONSTRUCTION

- Demolition of existing building
- Construction of new building to meet the Orange County Archives functional needs
- New site work

Current Project Cost*

New Construction	Cost (\$)
Design	260,000
Construction Phase Services	70,000
Plan Check Fees	25,000
Design Administration (5%)	13,000
Engineering and Design Total	368,000
Construction (9000 SF x \$350/SF)	3,150,000
Contractors O.H & Profit (10%)	352,000
Subtotal	3,502,000
Permit/Inspection Fees	35,000
Subtotal	3,537,000
Contingency, Testing, CO (10%)	354,000
Construction Admin. (5%)	177,000
Construction Total	4,068,000
Total*	4,436,000

Schedule

Design (A-E selection, contract award, design, CEQA and construction documents) – 20 months
 Construction (Bidding, contractor selection, construction) – 16 months

*The preliminary project cost estimates for renovation of the existing building or for replacement of the existing building with a new facility are based on the scope of work noted above and current square footage costs of similar buildings. The estimates exclude: building purchase, escalation, moving costs, furniture, special fixtures and equipment and special storage/shelving systems. A more definitive cost estimate and schedule should be prepared once a final course of action is determined.

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