

37. Approve amendment to agreement with William Fisher Architecture, increasing the contract amount by \$35,127.20 for the Government Broadcasting Revitalization Project, and take related actions ()



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: General Services Department

Subject: Government Broadcasting Revitalization Project Design Contract Amendment

Meeting Date: June 24, 2025

Formal Title: Approve amendment to agreement with William Fisher Architecture, increasing the contract amount by \$35,127.20 for the Government Broadcasting Revitalization Project, and take related actions

Recommended Actions

1. Approve first amendment to contract 25C5004 with William Fisher Architecture increasing compensation by \$35,127.20 for the Government Broadcasting Revitalization Project; and
2. Direct the Director of General Services to sign and execute the amendment on behalf of the County.

Executive Summary

The amendment to the design contract with William Fisher Architecture for the Government Broadcasting Revitalization Project is necessary to authorize specialized acoustic measurements and additional design development required to finalize the construction documents. These services are essential to ensure the project meets performance standards for sound quality, functionality, and technical integration within the remodeled Board of Supervisors Chamber.

Discussion

On November 19, 2024, the Board of Supervisors authorized the Director of General Services to execute Contract No. 25C5004 with William Fisher Architecture for professional design services associated with the Government Broadcasting Revitalization Project located in the Board of Supervisors Chambers. As the design phase progressed, the project team identified an unanticipated and critical need for a localized air conditioning system to serve the media and equipment room—an area that was not included in the original scope of work. This system is essential to ensure the proper functioning and longevity of sensitive audiovisual and broadcasting equipment that will be housed in the space.

Approval of the proposed contract amendment will provide the necessary authority and funding for the design team to incorporate this modification into the construction documents, thereby ensuring that the final design fully supports the operational and technical requirements of the Chamber. This amendment will help avoid potential delays during construction and mitigate the risk of future retrofits that could be more costly and disruptive.

Financial Impact

The Government Broadcasting Revitalization Project is solely funded with Public Government and Education (PEG) Fee funds which are restricted to capital improvements and equipment purchases directly related to broadcasting public access programming like meetings of government bodies. The Capital Fund has sufficient appropriations supported by PEG funds to incur the additional services outlined in the amendment (GL Key 191601 Object 86110).

Strategic Initiatives

Equity Framework - County Facilities & Infrastructure, Community Voices & Partnership

Submitted By:

Michael Beaton, General Services Director

Recommended By:

Carlos J. Palacios, County Executive Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.

AMENDMENT NO. 1 TO INDEPENDENT CONTRACTOR AGREEMENT
NO. 25C5004

This Amendment No. 1 (“**Amendment**”) shall serve to modify the existing Contract No. 25C5004 (“**Contract**”) between the County of Santa Cruz (“**County**”) and William Fisher Architecture Inc. (“**Contractor**”). County and Contractor may sometimes be referred to in this Amendment collectively as “**Parties**” or individually as “**Party**.”

I. Background.

- a. The Parties entered into the Contract effective November 19, 2024.
- b. The Contract has not been previously amended.
- c. The Contract is being amended to include compensation for the optional services outlined in Attachment A – Scope of Work and Rate Sheet and to add additional services as outlined in Attachment A.1 – Additional Services Request #01.

II. Effective Date of Amendment.

- a. This Amendment shall be effective as of the date fully executed by all Parties hereto (“**Effective Date**”).

III. Changes to Contract.

- a. By executing this Amendment, the Parties agree that the Contract shall be changed in the following manner.
 1. Section 1 “Duties” shall be modified to include Scope defined in Attachment A.1 – Additional Services Request #01, dated April 8, 2025.
 2. Section 2 “Compensation” shall be increased from \$201,387.63 to \$236,514.83.
 3. Section 15 “Attachments” shall be deleted in its entirety and replaced with the following:

“15. ATTACHMENTS. Should a conflict arise between the language in the body of this Contract and any attachment to this Contract, the language in the body of this Contract controls. This Contract includes the following attachments:

Attachment A – Scope of Work and Rate Sheet

Attachment A.1 – Additional Services Request #01”

- b. All other existing provisions of the Contract not specifically addressed by this Amendment shall remain unchanged and in full force and effect. In the event of a conflict between the language of this Amendment and the Contract or any previous amendment of the Contract, the language of this Amendment shall control.

In Witness Whereof, the Parties have executed this Agreement by their duly authorized officers or representatives.

WILLIAM FISHER ARCHITECTURE, INC. (“Contractor”)	COUNTY OF SANTA CRUZ (“County”)
<div>[Signature of person signing for Contractor]</div> <div><div>DocuSigned by:</div><div></div><div>5/23/2025</div></div> <div><div>...A631DB30EAD6442...</div><div>William Fisher</div><div>2</div></div>	<div>Michael Beaton, Director, General Services Department</div> <div></div> <div><div></div><div>Date</div></div> <div>4</div>
<div>Address: 603 Front Street, Santa Cruz, CA 95060</div> <div>Telephone: 831-457-0246</div> <div>Email: bill@modern-architecture.com</div>	<div>Approved as to Form:</div> <div><div>DocuSigned by:</div><div></div><div>5/22/2025</div></div> <div><div>...4DE85ACDEQAB42D...</div><div>Office of County Counsel</div><div>Date</div></div> <div>1</div>
<div>DISTRIBUTION:</div> <div>General Services Contractor</div>	<div>Approved as to Insurance:</div> <div><div>Signed by:</div><div></div><div>5/23/2025</div></div> <div><div>...E4FAD65BA53B4DB...</div><div>Risk Management</div><div>Date</div></div> <div>3</div>

Attachment A.1 – Additional Services Request #01
WILLIAM FISHER ARCHITECTURE, INC.
Architecture, Design/Build, Planning, Interiors

Attn: Travis Rieber, Project Manager
General Services Department
Santa Cruz County
701 Ocean Street, Rm. 330
831-588-1618 | Travis.Rieber@santacruzcountyca.gov

Re: SC County Board of Supervisors Chambers
Government Broadcasting Revitalization
701 Ocean Street, Santa Cruz, CA 95060

April 8, 2025

Additional Services Request #01

New equipment heat loads exceed the available cooling and requires a dedicated cooling system. This will require additional work for the mechanical, electrical, structural, acoustic and architecture teams. Heat gain from new Media A/V equipment was not available when the initial fees were being prepared.

Scope: Create Roof Plan
Coordinate with Consultants
Coordinate with County
Provide Revised Construction Documents

Compensation

PHASE	CONSULTANT	FEE - Stipulated Sum U.N.O.
ASR 01 Construction Documents	Architect	\$8,875.00
	3D Scan + 15%	\$1,929.70
	Mechanical Engineer + 15%	\$10,925.00
	Electrical Engineer + 15%	\$1,322.50
	Structural Engineer + 15%	\$4,600.00
	Acoustic Consultant + 15%	\$3,450.00
	Phase Total:	\$31,102.2

Consultant Compensation: We apply a 15% administrative charge to the consultants' compensation for liability purposes and to coordinate the engineers and consultants included under our contract. This is included in the fees listed above. This will also be applied to consultants' amount invoiced to the Architect for Supplemental and Additional Services.

Attachment A.1 – Additional Services Request #01

WILLIAM FISHER ARCHITECTURE, INC.

Architecture, Design/Build, Planning, Interiors

Consultant Contracts:

The agreements for the consultants included under this contract proposal are attached. They outline limits to scope of work, exclusions, assumptions, and terms and will be binding as part of this agreement. The Client is responsible for reading and Approving these sub-proposals as part of executing this agreement.

EXCLUDED ITEMS

Construction Phase Services

Services other than identified above

Government agencies fees

Client hired engineering or other consultants, and coordination of the same

Value engineering and scope revisions/updates

Cost Estimation

Environmental reports and hazardous materials

Reimbursable expenses

Reproductions

Note: Where the County has directly retained other consultants, it agrees that it shall not seek to hold the Architect responsible for the services or other activities of such Consultants, nor for the coordination or integration of the service of those consultants except as expressly agreed to by the Architect. It is the County's sole responsibility to coordinate the work efforts and schedule of their directly retained consultants. The Architect will endeavor to communicate with the county's directly retained consultants. The County's directly retained consultants are required to coordinate their work with the Architect's work, and with the work of the County's other directly retained consultants. Additional services on an hourly basis will be incurred by the Architect should additional time be necessary to assist the County and their directly retained consultants.

Attachment A.1 – Additional Services Request #01

ESTIMATE

COGENT OPTICS

320 Hames Hollow
Aptos, CA 95003

douglas@cogentoptics.com
+1 (831) 222-0555
<https://www.cogentoptics.com/>



Bill to
William Fisher Architecture
303 Potrero Street
Bldg 42, Suite 304
Santa Cruz, California 95060
United States

Ship to
William Fisher Architecture
303 Potrero Street
Bldg 42, Suite 304
Santa Cruz, California 95060
United States

Estimate details

Estimate no.: 00414
Estimate date: 04/10/2025
Expiration date: 05/10/2025

#	Product or service	Description	Qty	Rate	Amount
1.	3D Scan to 3D Model - Municipal - Revit	SC County Building - GBR roof plan See attached image -- Scan and model the existing roof. -- We don't need any information from within the rooftop mechanical roof. -- We will be needing to place new equipment on the roof close to where I've dropped the pin (see image below). ----- it would be good to scan the whole roof while you're there.	1	\$1,678.00	\$1,678.00

Total \$1,678.00

Note to customer

We appreciate your business.
Feel free to contact us if you have any questions.

Have a great day!
Douglas Leon
Cogent Optics

Expiry date 05/10/2025

Accepted date Accepted by

Certificate Of Completion

Envelope Id: 904E1FC2-FB3A-41ED-903B-6460C7C86A6D	Status: Completed
Subject: Complete with Docusign: Amendment 1 - 25C5004 - FINAL.pdf	
Source Envelope:	
Document Pages: 5	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Luna Harter
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	701 Ocean Street
	Santa Cruz, CA 95060
	Luna.Harter@santacruzcountyca.gov
	IP Address: 23.119.164.142


Record Tracking

Status: Original	Holder: Luna Harter	Location: DocuSign
5/22/2025 4:39:19 PM	Luna.Harter@santacruzcountyca.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: County of Santa Cruz	Location: Docusign

Signer Events

Justin Graham
Justin.Graham@santacruzcountyca.gov
Reviewed as to form / Assistant County Counsel
County of Santa Cruz
Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

40E85ACDEDA842D...
Signature Adoption: Pre-selected Style
Using IP Address: 63.194.190.100

Timestamp

Sent: 5/22/2025 4:40:25 PM
Viewed: 5/22/2025 4:52:15 PM
Signed: 5/22/2025 4:52:28 PM

Electronic Record and Signature Disclosure:

Accepted: 3/1/2022 10:15:00 AM
ID: dd5bcf3a-9e05-49ae-af0f-0166e942a77f

Gina Borasi
Gina.Borasi@santacruzcountyca.gov
Risk Manager
County of Santa Cruz
Security Level: Email, Account Authentication
(None)

Signed by:

E4EADC5BA53B4DB...
Signature Adoption: Pre-selected Style
Using IP Address: 24.6.202.106

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Viewed: 5/23/2025 9:22:11 PM
Signed: 5/23/2025 9:24:14 PM

Electronic Record and Signature Disclosure:

Accepted: 12/18/2023 9:38:58 AM
ID: 5f1392e5-7eb7-47e8-b6a6-baa8d5c3b8c6

William Fisher
bill@modern-architecture.com
William Fisher
Security Level: Email, Account Authentication
(None)

DocuSigned by:

A631DB30EAD6442...
Signature Adoption: Uploaded Signature Image
Using IP Address: 172.89.68.115

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Signed: 5/23/2025 10:44:09 PM

Electronic Record and Signature Disclosure:

Accepted: 3/28/2022 6:16:17 PM
ID: 67b7d8e3-7e13-459f-ae3a-74dcc9c6792

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/22/2025 4:40:25 PM
Certified Delivered	Security Checked	5/23/2025 10:43:49 PM
Signing Complete	Security Checked	5/23/2025 10:44:09 PM
Completed	Security Checked	5/23/2025 10:44:09 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, County of Santa Cruz (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact County of Santa Cruz:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: nada.algharib@santacruzcounty.us

To advise County of Santa Cruz of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at nada.algharib@santacruzcounty.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from County of Santa Cruz

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with County of Santa Cruz

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify County of Santa Cruz as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by County of Santa Cruz during the course of your relationship with County of Santa Cruz.

COMPENSATION

PHASE	CONSULTANT	FEF - Stipulated Sum U.N.O.
Optional Services	Existing Acoustic Measurements	\$4,025
Design Development	Architect Mechanical Engineer + 15% Electrical Engineer + 15% Structural Engineer + 15% Acoustic Consultant Audio Visual Consultant	\$59,325.10 \$12,247.50 \$7,843.58 \$1,150.00 \$12,259.00 \$2,415.00 Phase Total: \$95,240.18
Construction Documents	Architect Mechanical Engineer + 15% Electrical Engineer + 15% Structural Engineer + 15% Acoustic Consultant Audio Visual Consultant	\$46,503.28 \$28,577.50 \$18,301.68 \$3,450.00 \$3,680.00 \$5,635.00 Phase Total: \$106,147.46

PROJECT TOTAL: \$201,387.63

Consultant Compensation:

We apply a 15% administrative charge to the consultants' compensation for liability purposes and to coordinate the engineers and consultants included under our contract. This is included in the fees listed above. This will also be applied to consultants' amount invoiced to the Architect for Supplemental and Additional Services.

Consultant Contracts:

The agreements for the consultants included under this contract proposal are attached. They outline limits to scope of work, exclusions, assumptions, and terms and will be binding as part of this agreement. The Client is responsible for reading and Approving these sub-proposals as part of executing this agreement.

Hourly Rates:

William Fisher Architecture, Inc.

Architects	\$ 250
Project Managers	\$ 225
Technical Staff	\$ 185

See attached proposals for consultant's hourly rates