



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

HUMAN SERVICES AGENCY

DATE: April 18, 2007
BOARD MEETING DATE: May 15, 2007
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Four-fifths vote

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager
Beverly Beasley Johnson, JD, Director, Human Services Agency
SUBJECT: Appropriation Transfer Request for the New Receiving Home

RECOMMENDATION:

Authorize an Appropriation Transfer Request (ATR) transferring \$1,000,000 from the Human Services Agency's budget and \$1,000,000 from Non-Departmental Reserves to the Capital Projects Fund for construction of the new Receiving Home on Tower Road.

VISION ALIGNMENT:

Commitment: Ensure basic health and safety for all.

Goals Number 8: Help vulnerable people – the aged, disabled, mentally ill, at-risk youth and others – achieve a better quality of life.

This ATR contributes to this commitment and goal by providing necessary funding for completing construction of a new state-of-the-art facility to benefit youth, families, staff, and community.

BACKGROUND:

A significant component of the new San Mateo Youth Services Center previously approved by the Board of Supervisors is a new Receiving Home that will replace the current facility located at Hacienda and 37th Avenue in San Mateo. The existing facility was built in 1952 and is operated by the Human Services Agency. This structure is not energy-efficient, its aging infrastructure systems are constantly failing, and the facility falls considerably short of current day standards for resource consumption. The new Receiving Home has been designed to be a "green building"—a sustainable project incorporating recycled and recyclable materials, high efficiency/low energy mechanical systems, water efficiency, and passive energy reduction techniques wherever practical. A Request for Proposals was advertised in November and

December 2005. Five proposals were received, and the project was awarded to KMD Architects and Planners. Design and construction is being overseen by the Capital Projects Unit of the Public Works Department.

DISCUSSION:

The estimated construction cost was originally \$2,400,000, to be funded by the sale of lease revenue bonds. This estimate was based on a modular construction technique to building the new Receiving Home.

Following subsequent review, it was determined that modular construction was not feasible for this project and conventional construction would be required. The construction cost estimate for the Receiving Home has therefore been increased by \$2,000,000 to include increases for the more costly conventional construction methodology, which also requires the issuance of bid documents, as well as inflationary increases in the cost of materials over the intervening period since the original estimate.

FISCAL IMPACT:

This ATR transfers \$1,000,000 from existing balances in the Human Services Agency's budget and \$1,000,000 from Non-Departmental Reserves to the Capital Projects Fund to cover the revised estimate for construction of the new Receiving Home. Following the transfer, these funds will be paid to the bond administrator, California Financial Services (CFS), for deposit into the County's account.

**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.
ATR7 053

DEPARTMENT County Manager's Office DATE April 18, 2007

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	74611	6112	1,000,000	AFDC - FC
	80110	8612	1,000,000	Non-Departmental Reserves
	85120	2731	2,000,000	Operating Transfer In
To	74483	7546	1,000,000	Operating Transfer Out - Capital Projects
	80110	7546	1,000,000	Operating Transfer Out - Capital Projects
	85120	6263	2,000,000	Project Contrib - Other Agency

Justification. (Attach Memo if Necessary)

This ATR transfers \$1,000,000 from the HSA budget and \$1,000,000 from Non-Departmental Reserves to the Capital Projects Fund for construction of the new Receiving Home on Tower Road (see Board Memo)

DEPARTMENT HEAD
BY: Jim Sacor DATE 4/16/07

2. Board Action Required Four-Fifths Vote Required Board Action Not Required

COUNTY CONTROLLER
BY: [Signature] DATE 4.17.07

3. Approve as Requested Approve as Revised Disapprove

COUNTY MANAGER
BY: [Signature] DATE 5-1-07

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BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA
RESOLUTION TRANSFERRING FUNDS
RESOLUTION NO. _____

RESOLVED, by the Board of Supervisors of the County of San Mateo, that
WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and
WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:
NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this _____ day of _____, 19____.

Ayes and in favor of said resolution: _____ Supervisors: _____
Noes and against said resolution: _____ Supervisors: _____