



## Legislation Text

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**File #:** 24-2470, **Version:** 1

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**Department:** Commissioner, Precinct 3

**Department Head:** Commissioner Tom Ramsey

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Investment Memo

**Investment Memo Type:** Final Investment Memo

**Project Name:** Trini Mendenhall Community Center Improvements

**Project ID** (if applicable): TBD

**Vendor Legal Name** (if applicable): N/A

**MWDBE Contracted Goal** (if applicable): N/A

**MWDBE Current Achievement** (if applicable): N/A

**Justification for 0% MWDBE Participation Goal:** N/A - Goal not applicable to request

**Managing Entity:** Commissioner, Precinct 3

**Incremental Authorization Requested:** \$1,485,000

**Total Estimated Project Cost:** \$1,485,000

### Request Summary:

Request for approval of the Final Investment Memo for the Trini Mendenhall Community Center Improvements project for an initial amount of \$1,485,000 and initial commercial paper funding in the amount of \$1,485,000.

### Project Description:

This project will include the replacement of HVAC systems, fire sprinklers, ceiling updates, front office renovations, and parking lot improvements at the Trini Mendenhall Community Center.

### Project Scope:

This project plans to upgrade and replace the aging HVAC/fire safety equipment and raise the ceiling at the Trini Mendenhall CC. The HVAC and safety equipment upgrades (including fire alarms, fire sprinklers, and security cameras) are necessary with the recent expansions to the community center, including the addition of office space and will increase the capacity of the HVAC and safety systems. The renovation of the front area of the community center includes painting, electrical work, countertops, and desks. The project will also repave the existing parking area of Trini Mendenhall CC.

**Justification:**

These improvements are necessary for the expansion of office space and to provide a vibrant, safe, and resilient facility for constituents.

**Alternatives and Engagement:**

Keeping the facility as is will make the expanded office space inefficient. Not repaving the parking area may cause road safety concerns. The visitors to Trini Mendenhall Community Center will be positively impacted by the upgrades.

**Anticipated Project Expenditures and Timeline:**

Scope of Work	Estimated Cost	Estimated Completion
Upgrade and Replace HVAC/fire safety equipment and raise the ceiling	1,000,000	Q1 - FY25
Front office renovations	50,000	Q4 - FY24
Repave the parking lot	300,000	Q4 - FY25
Contingency	135,000	-
Total	1,485,000	-

**Alignment with Goal(s):**

- ☐ Justice and Safety
- ☒ Economic Opportunity
- ☐ Housing
- ☒ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

**Previous Court Action:**

Date	Agenda Item #	Action Taken

**Address:**

**Precinct(s):** Precinct 3

**Fiscal and Personnel Summary**

Service Name		
	Current Fiscal Year Cost	Annual Fiscal Cost

	Labor	Non-Labor	Total	Recurring Expense
<b>Funding Sources</b>				
<b>Existing Budget</b>				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$	\$	\$
<b>Additional Budget Request</b>				
Commercial Paper	\$	\$1,485,000	\$1,485,000	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	\$1,485,000	\$1,485,000	\$
<b>Total Funding Request</b>	<b>\$</b>	<b>\$1,485,000</b>	<b>\$1,485,000</b>	<b>\$</b>
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-
<b>Total Personnel</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Anticipated Court Date:** 4/23/2024

**Anticipated Implementation Date (if different from Court date):**

**Legal funding compliance confirmed by:** Paige Abernathy, Assistant County Attorney, 4/15/24

**Department Approval by:** Curt Kates

**OMB CIP Team Approval by:** William McGuinness, Director-Capital Projects and Infrastructure, 4/15/24

**Commercial Paper Request** (For OMB use only):

**Receiving Department:** Commissioner, Precinct 3

**Project PeopleSoft ID:** TBD

**CP Series Description:** Commercial Paper Series D-3 can be used for (1) construction of public works, (2) the purchase of automobiles, equipment and machinery, including computers, materials and supplies for the operation of the County's precincts and departments (3) Professional services, including services provided by engineers, architects, attorneys, auditors, financial advisors, and fiscal agents, in connection with the contractual obligations described in (1) and (2).

Commercial Paper is being requested for the Trini Mendenhall Community Center Improvements project and is expected to be repaid within the next three fiscal years either through bonds, budgetary means or pay-as-you-go sources.

**OMB Financial Management contact:** Amy Perez, Deputy Executive Director, Office of Management and Budget