Date: Wednesday, May 20, 2015

Time: <u>11:00 a.m.</u>

Lighthouse for Children 2405 Tulare Street Room 300 Fresno, CA 93721

AGENDA

ITEM	SUBJECT	PRESENTER
1.	CALL TO ORDER	Chair Perea
2.	POTENTIAL CONFLICTS OF INTEREST Any Board Member who has potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter.	Chair Perea
3.	APPROVE MINUTES FROM JANUARY 21, 2015, REGULAR BOARD	E. Reyes, E.D.
Action	MEETING	
Pg. 1	Supporting Document	
4.	ACCEPT BUDGET VS. ACTUAL REPORT FOR PERIOD ENDING MARCH	E. Reyes, E.D.
Action	2015	
Pg. 3	Supporting Document	
5. Action Pg. 5	PROVIDE DIRECTION ON A THIRD FLOOR TENANT IMPROVEMENT FLOOR PLAN WITHIN THE LIGHTHOUSE FOR CHILDREN FACILITY AND ON PROCUREMENT FOR ITS CONSTRUCTION Supporting Document	E. Reyes, E.D.
6.	PUBLIC COMMENT	Chair Perea
7.	ADJOURNMENT	Chair Perea

May 20, 2015 –11:00 a.m.

2405 Tulare Street Room 300 Fresno, CA 93721

AGENDA ITEM NO.3

RECOMMENDED ACTION:

Approve Board Meeting Minutes – January 21, 2015

ACTION SUMMARY MINUTES January 21, 2015 — 1:30 P.M.

Present: Henry Perea (Chair), Shannon Koontz, Hugo Morales, Dawan Utecht

Absent: Stacy Sablan

- Staff: Emilia Reyes, Fabiola Gonzalez, Alix Hillis, Harim Martinez, Hannah Norman, Steve Rapada, Ken Price (Legal Counsel)
- 1. CALL TO ORDER
- 3. ACCEPT FIRST 5 FRESNO COUNTY'S APPOINTEE TO THE LIGHTHOUSE FOR CHILDREN, INC. BOARD OF DIRECTORS

THIS ITEM WAS MOVED AHEAD OF AGENDA ITEM 2.

FIRST 5 FRESNO COUNTY APPOINTED DAWAN UTECHT TO THE LIGHTHOUSE FOR CHILDREN BOARD.

Public Comment: None heard.

Motion by: Koontz Ayes: Koontz, Morales, Perea, Utecht Noes: None heard. Second by: Morales

2. POTENTIAL CONFLICTS OF INTEREST

NONE HEARD.

4. APPROVE MINUTES FROM SEPTEMBER 17, 2014, REGULAR BOARD MEETING

Public Comment: None heard.

Motion by: Koontz Ayes: Koontz, Morales, Perea, Utecht Noes: None Heard. Second by: Morales

Agenda Item 3

5. APPROVE 2015 LIGHTHOUSE FOR CHILDREN, INC. BOARD MEETING SCHEDULE

Public Comment: None heard.

Motion by: Morales Ayes: Koontz, Morales, Perea, Utecht Noes: None heard. Second by: Koontz

6. REVIEW AND APPROVE CONTRACT AUGMENTATION WITH KITCHELL/CEO, FOR CONSTRUCTION PHASE CONSULTING AND CERTIFIED PAYROLL SERVICES FOR AN ADDITIONAL AMOUNT OF \$25,000 IN AN AMOUNT NOT TO EXCEED \$192,000 AND DELEGATE EXECUTION AUTHORITY TO THE BOARD CHAIR AND EXECUTIVE DIRECTOR

Public Comment: None heard.

Motion by: Utecht Ayes: Koontz, Morales, Perea, Utecht Noes: None heard. Second by: Morales

7. REVIEW AND APPROVE A CONTRACT AUGMENTATION WITH KRAZAN & ASSOCIATES, INC., FOR AN ADDITIONAL AMOUNT OF \$4,000 FOR A NOT TO EXCEED AMOUNT OF \$86,000 FOR THIRD PARTY TESTING SERVICES AND DELEGATE EXECUTION AUTHORITY TO THE BOARD CHAIR AND EXECUTIVE DIRECTOR

Public Comment: None heard.

Motion by: Koontz Ayes: Koontz, Morales, Perea, Utecht Noes: None heard. Second by: Morales

8. LIGHTHOUSE FOR CHILDREN PROJECT STATUS REPORT

Public Comment: None Heard.

NO ACTION REQUIRED.

9. PUBLIC COMMENT

Public Comment: None Heard.

NO ACTION REQUIRED.

10. ADJOURNMENT

May 20, 2015 –11:00 a.m.

2405 Tulare Street Room 300 Fresno, CA 93721

AGENDA ITEM NO.4

TO: Lighthouse for Children Board Members

FROM: Emilia Reyes, Executive Director

SUBJECT: Accept Budget vs. Actual Report for Period Ending March 31, 2015

RECOMMENDED ACTION:

Accept Budget vs. Actual Report for period ending March 31, 2015

REASON FOR RECOMMENDED ACTION:

This item is intended to keep the Board informed of the Lighthouse for Children (LFC) facility budget and financial activity as of March 31, 2015.

KEY POINTS:

Revenues (100%)

• The interest revenue will continue to accrue and is expected to meet budget projected amounts.

FISCAL IMPACT:

Overall, expenses are within budget constraints at 85% which is 3% less than projected for period ending March 2015. This difference between the projected expenses and the actual expenses is due to delay in receiving funds from bank draws, which in turn delays payments on outstanding expenses.

LIGHTHOUSE FOR CHILDREN BUDGET VS. ACTUAL MARCH 2015 (88%)

Revenues B Revenues Interest Revenue				
Revenues	udget Amounts	Actual Amounts	Variance	% of Budget
Interest Revenue	\$16,285,375	\$16,285,375	\$0	100%
	\$20,000	\$16,906	\$3,094	85%
LIIF Interest Revenue	\$700	\$451	\$249	64%
CVNMTC Interest Revenue	\$700	\$655	\$45	94%
Total Revenues	\$16,306,775	\$16,303,387	\$3,388	100%
Project Budget				
	udget Amounts	Actual Amounts	Variance	% of Budget
Land Costs Land	¢601 700	\$601,672	\$120	100%
Total Land Costs	\$601,792 \$601,792	\$601,672	\$120 \$120	100%
	··· / ·		· · · · ·	
Hard Costs	• · · · · · · ·	•	• • • • • • • • • •	
Shell Contract	\$10,675,942	\$9,513,161	\$1,162,782	89%
Sitework (Playground, Landscape)	\$310,000	\$207,006	\$102,994	67%
Furniture, Fixtures, and Equipment	\$860,000	\$448,774	\$411,226	52%
Excess Funds from Reduced Contract	\$79,845 \$20,262	\$51,241 \$0	\$28,604 \$20,262	64% 0%
Hard Cost Contingency Total Hard Costs	\$29,363 \$11,955,150	\$10,220,182	\$29,363 \$1,734,968	85%
Soft Costs	\$700 1 <i>11</i>	\$770.070	¢75 765	97%
Architectural/Engineering Soft Costs	\$798,144 \$447,781	\$772,379 \$428,252	\$25,765 \$19,529	97% 96%
Permits and Fees	\$163,139	\$163,139	(\$0)	100%
Move-in	\$87,140	\$57,283	(90) \$29,857	66%
Project Management Consultants	\$219,580	\$170,842	\$48,738	78%
Title/Closing Inspections & Economic Study	\$63,760	\$61,408	\$2,352	96%
CDE Expense Reimbursements	\$26,600	\$26,600	\$0 \$0	100%
NMTC Transaction Cost	\$406,947	\$406,947	\$0	100%
Developer Fee @ Closing	\$326,989	\$326,989	\$0	100%
Soft Cost Contingency	\$121,544	\$0	\$121,544	0%
Total Soft Costs	\$2,661,624	\$2,413,839	\$247,785	91%
CDE Fees and Reserves				
CVN Fee Reserve Deposits	\$373,700	\$145,479	\$228,221	39%
	\$367,500	\$131,534	***	
LIIF Fee Reserve Deposits	φ001,000	ψ101,00 1	\$235,966	36%
LIIF Fee Reserve Deposits	\$741,200	\$277,013	\$235,966 \$464,187	
Total CDE Fees and Reserves	\$741,200	\$277,013	\$464,187	37%
Total CDE Fees and Reserves				37%
Total CDE Fees and Reserves Total Project Costs Contract Awards	\$741,200 \$15,959,766	\$277,013 	\$464,187 \$2,447,060	36% 37% 85%
Total CDE Fees and Reserves Total Project Costs Contract AwardsB	\$741,200 \$15,959,766 udget Amounts	\$277,013 \$13,512,706 Actual Amounts	\$464,187 \$2,447,060 Variance	37% 85% % of Budget
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock	\$741,200 \$15,959,766 udget Amounts \$150,000	\$277,013 \$13,512,706 Actual Amounts \$141,866	\$464,187 \$2,447,060 Variance \$8,134	37% 85% % of Budget 95%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200	\$277,013 \$13,512,706 Actual Amounts	\$464,187 \$2,447,060 Variance \$8,134 \$1,350	37% 85% % of Budget 95% 89%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees	\$741,200 \$15,959,766 udget Amounts \$150,000	\$277,013 \$13,512,706 Actual Amounts \$141,866 \$10,850	\$464,187 \$2,447,060 Variance \$8,134	37% 85% % of Budget 95% 89% 44%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700	\$277,013 \$13,512,706 Actual Amounts \$141,866 \$10,850 \$164,083	\$464,187 \$2,447,060 \$2,447,060 \$8,134 \$1,350 \$209,617	37% 85% % of Budget 95% 89% 44% 30%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$13,512,706 \$10,850 \$10,850 \$104,083 \$1,781	\$464,187 \$2,447,060 \$2,420 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,400 \$2,4	37% 85% % of Budget 95% 89% 44% 30% 27%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400	\$464,187 \$2,447,060 \$2,09,617 \$4,219 \$20,100 \$20,100 \$2,01000 \$2,01000 \$2,0100 \$2,01000 \$	37% 85% % of Budget 95% 89% 44% 30% 27% 100%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$3,134 \$1,350 \$209,617 \$4,219 \$20,100 \$0	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency)	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$3,134 \$1,350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$3,1,350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc.	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$3,1,350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$10,850 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$86,000	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$3,1,350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$86,000 \$24,000	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$3,1,350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$4,500	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500 \$55,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$86,000 \$24,000 \$44,100	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$1,1350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$4,500 \$4,500 \$10,900	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 80%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli Low Income Investment Fund - CDE Fees	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500 \$55,000 \$367,500	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$607,155 \$2,250 \$140,550 \$86,000 \$24,000 \$44,100 \$55,000	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$4,350 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$4,500 \$10,900 \$312,500	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 100%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli Low Income Investment Fund - CDE Fees Natural Playground Company	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500 \$28,500 \$367,500 \$207,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$86,000 \$24,000 \$44,100 \$55,000 \$206,100	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$26,450 \$0 \$4,500 \$10,900 \$312,500 \$900	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 100%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli Low Income Investment Fund - CDE Fees Natural Playground Company New Tangram LLC	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$28,500 \$28,500 \$28,500 \$26,000 \$28,500 \$26,000 \$27,200 \$207,000 \$722,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$86,000 \$24,000 \$44,100 \$55,000 \$206,100 \$448,774	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$26,450 \$0 \$4,500 \$10,900 \$312,500 \$900 \$273,226	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 100% 84% 100% 62%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli Low Income Investment Fund - CDE Fees Natural Playground Company New Tangram LLC Pamela Shaw	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500 \$28,500 \$26,500 \$367,500 \$207,000 \$722,000 \$7,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$86,000 \$24,000 \$44,100 \$55,000 \$206,100 \$448,774 \$5,870	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$26,450 \$0 \$4,500 \$10,900 \$312,500 \$900 \$273,226 \$1,130	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 100% 84% 100% 84%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli Low Income Investment Fund - CDE Fees Natural Playground Company New Tangram LLC Pamela Shaw Parallel Tek	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500 \$367,500 \$207,000 \$722,000 \$7,000 \$115,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$440,000 \$24,000 \$44,100 \$55,000 \$206,100 \$448,774 \$5,870 \$0	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$26,450 \$0 \$26,450 \$0 \$4,500 \$10,900 \$312,500 \$900 \$273,226 \$1,130 \$115,000	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 100% 84% 100% 84% 0%
Total CDE Fees and Reserves Total Project Costs Contract Awards Baker Manock Blair Church & Flynn Central Valley New Market Tax Credit - CDE Fees Comprehensive Planning Associates County of Fresno Department of Public Works Cresco Durham Construction Durham Construction (Hard Cost Contingency) Durham Construction/Taylor Group (Excess Funds) James G Palmer Kitchell/CEM, Inc. Krazan & Associates Lalloo Weeks LLP Louis Torelli Low Income Investment Fund - CDE Fees Natural Playground Company New Tangram LLC Pamela Shaw Parallel Tek Salem Engineering	\$741,200 \$15,959,766 udget Amounts \$150,000 \$12,200 \$373,700 \$6,000 \$27,500 \$4,000 \$9,483,000 \$535,150 \$717,000 \$2,250 \$167,000 \$86,000 \$28,500 \$26,500 \$367,500 \$207,000 \$367,500 \$207,000 \$115,000 \$12,000	\$277,013 \$13,512,706 \$13,512,706 \$13,512,706 \$141,866 \$10,850 \$164,083 \$1,781 \$7,400 \$4,000 \$8,380,110 \$505,788 \$637,155 \$2,250 \$140,550 \$44,000 \$24,000 \$44,100 \$55,000 \$24,000 \$448,774 \$5,870 \$0 \$500	\$464,187 \$2,447,060 \$2,447,060 \$2,447,060 \$2,447,060 \$209,617 \$4,219 \$20,100 \$0 \$1,102,890 \$29,363 \$79,845 \$0 \$26,450 \$0 \$26,450 \$0 \$4,500 \$10,900 \$312,500 \$900 \$273,226 \$1,130 \$115,000 \$11,500	37% 85% % of Budget 95% 89% 44% 30% 27% 100% 88% 95% 89% 100% 84% 100% 84% 100% 84% 100% 84% 100% 84% 20% 4%
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May 20, 2015 11:00 a.m.

2405 Tulare Street Room 300 Fresno, CA 93721

AGENDA ITEM NO.5

TO: Lighthouse for Children Board Members

- FROM: Emilia Reyes, Executive Director
- SUBJECT: Provide Direction on a Third Floor Tenant Improvement Floor Plan within the Lighthouse for Children Facility and on Procurement for its Construction

RECOMMENDED ACTION:

Provide Direction on a Third Floor Tenant Improvement Floor Plan within the Lighthouse for Children facility and on procurement for its construction.

REASON FOR RECOMMENDED ACTION:

Background: The original general contractor agreement with Durham Construction Company began in January 2014 with approximately twenty five percent of the Third Floor Tenant Improvement Floor Plan within the Lighthouse for Children (LFC) facility to be left as a shelled (unbuilt) space. Through numerous cost saving measures, 15% of the 25% shelled space was constructed for meeting space, leaving approximately 10% (4,300 square feet) of unbuilt space on the third floor.

Initially, the third floor was designed to incorporate four conferencing spaces with the capacity to hold events for approximately 440 attendees (110 attendees x 4 conference room). The design was based on the needs of First 5 Fresno (F5FC) Commission and community partners who provide several professional development trainings and convenings throughout the year such as Commission Meetings, Connection Cafes, Learning Circles, Early Childhood Professional trainings, Ages and States Questionnaire (ASQ) training, various Mental Health trainings, the Child Abuse Prevention Seminar, sustainability and capacity training, etc. In the past two months, due to lack of space, the Commission has already experienced challenges in accommodating community partners' requests and Commission staffs' needs. These needs don't take into account the needs of our future tenants.

As of the May 1st Commission meeting, the F5FC Commission has approved two facility use agreements with Fresno County Office of Education (FCOE) for their Foster Youth Program (2nd Floor, 670 square feet) and Special Education Local Area Plan – Infant Toddler program (1st Floor, 1,022 square feet) for total of 1,692 square feet. Additionally, FCOE has expressed interest in relocating their Early Care & Education (ECE) department. FCOE has communicated they would like to consolidate all of three departments mentioned in the remaining unbuilt space in the third floor, vacating the 1,692 square feet they are currently committed to. Furthermore, the Commission is in conversation with FCOE regarding the potential of them operating the LFC Child Development Center.

Considering all of the factors above, the LFC Board has the following options:

• **Option 1**: This option provides the space needed to potentially house all three FCOE

departments, leaving the first and second floor leasable space unoccupied. This option consists of the construction of 20 offices, 1 small conference room, 1 employee break station, 1 copy station and a small lobby.

• **Option 2**: This option consists of building out a second large conference space (approx.. 1,300 square feet) that would be made available to the community and provides the space needed to house a third FCOE department in the third floor consisting of one 1,300 square foot large conference room, 2 storage areas, 2.5 new common area hallways, 14 office spaces, 1 copy station and a small lobby.

Staff is seeking direction from the board to select an option above in order to procure.

Procurement Procedure and Process: Following the board direction, staff will work with the architectural team to produce full plans and develop the appropriate procurement method based on the LFC procurement policies & procedures.

FISCAL IMPACT:

If approved, staff will forward the selected option to the full F5FC Commission for consideration. FCOE is aware of both options being presented and understands their responsibility for third floor tenant improvement costs. They have communicated a request to incorporate these costs in to their monthly rent in order to reimburse F5FC, the master lease holder, for the amount. The F5FC Commission is fiscally responsible for all tenant improvements in the LFC facility and would pay the architectural and construction contract expenses. Upon receipt of estimate, staff will present the financial implications to F5FC Commission for approval.

Regardless of the floor plan option and procurement chosen, the architectural team would be contracted at an additional cost, to produce full plans to proceed.

FUTURE IMPLICATIONS:

If approved by F5FC Commission, staff will work, based on the direction of the Board to finalize costs to construct the tenant improvements in the final shelled space of the LFC facility with final approval for construction by the LFC Board.



