



Board Agenda Item 41

DATE: March 19, 2024

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director, Internal Services/Chief Information Officer
Sally Gomez, Interim County Librarian

SUBJECT: First Amendment to Agreement with West Hills Community College District

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute First Amendment to Agreement with West Hills Community College District updating the operational costs incurred from the operation of a County public library shared with college's academic library located at 900 O Street, Firebaugh, CA, and allowing the Fresno County Public Library to install a bolted safe at the leased premises, with no change to the cost (\$0) or potential term of January 8, 2019, through June 30, 2117, which includes a ten-year base contract with optional 10-year extensions.

There is no additional Net County Cost associated with the recommended action, which will update the estimated operational costs ensuring the Fresno County Public Library (Library) pays its proportional share of janitorial services, maintenance costs, security services, and utilities, which will be incurred at a commercially reasonable rate, and allow for the installation of an industry-standard, fireproof and lockable safe in compliance with guidance from the Auditor-Controller/Treasurer-Tax Collector (ACTTC) to ensure secure monies storage at the Library. The recommended amendment will also update the address and name of the leased premises. This item pertains to a location in District 1.

ALTERNATIVE ACTION(S):

Should the recommended action not be approved, the Library will not pay its true proportional share of janitorial services, maintenance costs, security services, and utilities, which would impair the Library's ability to meet its contractual obligations, and would continue to have unsecured monies storage.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Pursuant to the Agreement, there are no rent or lease payments paid by the Library. The Library will only pay its proportional share of 7% of operational costs, including janitorial services, maintenance costs, security services, and utilities, which will be funded from Measure B and property tax revenue. Sufficient appropriations and estimated revenues have been included in the Library's Org 7511 FY 2023-24 Adopted Budget and will be included in subsequent budget requests.

DISCUSSION:

On January 8, 2019, your Board approved Agreement No. A-19-016 for the lease of approximately 4,948 square feet of shared space, and 439 square feet of exclusive space, in a building that had not yet been constructed. At the time of the Agreement, the Library and West Hills Community College District (WHCCD) agreed to estimated anticipated operational costs which included janitorial, maintenance, and

security services, as well as utilities. However, once the site was constructed and the Library moved into the space, it was determined that these original estimates did not accurately encompass the actual operation costs. WHCCD has undergone a thorough and diligent review of the property and its current use to substantiate the amended cost amounts as detailed in the proposed amendment.

The space is shared with WHCCD and provides services to the community of Firebaugh. No rent or lease payments are charged for the Library's use of the leased property. In addition to enabling the Library to pay its proportional share of operational costs, the recommended amendment also provides the Library the ability to secure its collected fines in a newly installed industry-standard, fireproof and lockable safe, to be deadbolted to an undetermined location within the shared library space. This addition is in response to guidelines provided by ACTTC for appropriate storage of fines and monies collected.

Finally, the leased property is referred to in the Agreement as the "West Hills North District Center Building, 1511 Ninth Street, Firebaugh, California 93622." The building, however, has since been constructed and the name of the facility has been changed to "Firebaugh Center," and its address has changed to 900 O. Street, Firebaugh, California 93622. The recommended amendment also corrects the address and name of the leased premises.

Approval of the recommended action will update the estimated operational costs incurred from the operation of a public library at WHCCD's Firebaugh Center and allow the Library to install a bolted safe on the premises, with no change to the term.

REFERENCE MATERIAL:

BAI #42, January 8, 2019

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - First Amendment to Agreement with West Hills Community College District

CAO ANALYST:

Ahla Yang