



**People for Animal Welfare in El Dorado County**

*A Nonprofit Organization Dedicated To Saving And Improving The Lives  
Of Companion Animals In El Dorado County*

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November 8, 2011

Board of Supervisors  
El Dorado County  
330 Fair Lane  
Placerville, CA 95667

**COPY SENT TO BOARD MEMBERS  
FOR THEIR INFORMATION**

**DATE** 11/14/11

*cc: David Nelson - A.S.  
file*

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BOARD OF SUPERVISORS  
EL DORADO COUNTY

Dear Supervisors,

The Animal Shelter project has been a priority for PAWED for over six years and increasing community concern created the Animal Shelter Coalition in 2010. We experience the need for the permanent shelter every day. We have been present at every Board meeting at which the shelter project was discussed. This has always been a complicated capital project, made harder to closely track because of its very long history, sporadic progress, multiple managing departments and changing project managers. In order to provide the history in a summary fashion, in one place, we compiled the attached Chronology of the Project in June, 2010 and have continued to update it since then. We know you have many issues to review and act upon each week and perhaps you might find the summary, useful as well.

We share Board Members frustration with months without progress including those between July 2010 and April 2011. We are encouraged, though, by project tasks that Kris Payne has been able to complete, since you assigned him the project in April, 2011. We share your cost concerns and, like the Board, urge that this project proceed with a particular focus on cost efficiency at all stages. Project managers advised many months ago that some additional design work to modify the building's envelope is necessary to position the project for the best bids. We understand these are required pieces of the project but are also mindful that every project dollar spent on re-design, site access, and project oversight is a project dollar not available for the real end goal – a functional animal shelter.

Simply put, we need the permanent Western Slope Animal Shelter. We are now 26 months away from the termination dates for the temporary facility lease and temporary use permit. While we expect the project to continue to be challenging, we urge the Board to assure that effective progress is made and that the building, itself, is able to be out to bid in May 2012 (as reflected in the September 2011 schedule revision).

Thank you.

Sincerely,



Charlene Welty  
PAWED Board President



Barbara Lee  
Coordinator, Animal Shelter Coalition

**Attachment**

cc: Terri Daly, CAO  
Terri Knowlton, CAO Office  
Laura Schwartz, Chief Budget Officer  
Kris Payne, DOT Project Manager  
Bob Slater, Assistant Director DOT  
Henry Brzezinski, Chief Animal Services Officer

**Chronology of the Project  
Western Slope Animal Services Shelter**

February 2004	El Dorado County receives notice from City of Placerville that the City will not renew the County's lease for the site of the Animal Shelter on Coolwater Creek. The lease was terminating in March 2007.
March 2004	County General Services Department identifies the replacement of the Western Slope Animal Shelter in the Master Facility Plan.
Mid 2004	County staff begin search for land to construct an Animal Shelter to serve the entire Western Slope of El Dorado County. Knowing that it must be in a centrally located, easily accessible location they focus on the Highway 50 corridor.
January 2005	The Board of Supervisors directs staff to consider the closed Union Mine Landfill as the site. This location was not appropriate due to a badly underdeveloped road into the site; it is one way in and out; it is far away from main transportation routes; would add extremely long travel times for Animal Services Officers resulting in major inefficiencies; the ability for the public to get there to reclaim lost animals and adopt homeless animals would have been severely compromised. Time was diverted from finding an appropriate site.
February, 14 2006	Board of Supervisors directs staff to prepare a Purchase and Sales Agreement for a 10 acre parcel on the South side of Mother Lode Drive at the Pleasant Valley Drive intersection, known as the El Dorado Y. Responsibility of the buyer (El Dorado County) identified to be included in the purchase agreement were: \$450,000 purchase price; construction of a road into the site; construction of a water line; utility and fencing requirements.
February 23, 2006	El Dorado County Planning Commission finds the proposal for the county Animal Shelter on the south side of Mother Lode Drive at the Pleasant Valley Road intersection (El Dorado Y) to be consistent with the General Plan.
May 9, 2006	Board of Supervisors approves Purchase and Sales Agreement for the purchase of the 10 acre parcel (Shinn property) at the El Dorado Y, and directs staff to initiate escrow activities and finalize the property acquisition.
April - May 2006	County General Services and Public Health staff initiate a Requests for Qualifications process to identify an architectural design professional to design and prepare construction documents for the new Western Slope Animal Services Shelter.

May 2006	Eight qualified responses were received. General Services and Public Health staff evaluated responses, and selected the three most appropriately qualified firms for additional evaluation. Based on technical qualifications, consultant profiles, experience with similar projects, and presentations, George Miers & Associates, who specializes in animal shelter design was recommended.
June 13, 2006	Board of Supervisors awards the RFQ for architectural design services to George Miers & Associates and directs General Services staff to negotiate a contract for design services for the Western Slope Animal Shelter.
Sept. 26, 2006	Board of Supervisors approves contract with George Miers & Associates for \$574,400 to provide architectural services for the Western Slope Animal Shelter.
October 17, 2006	Board of Supervisors certifies the Western Slope Animal Shelter Mitigated Negative Declaration. This is the study that County contracted with Pacific Municipal Consultants (PMC) in spring 2006 to produce. This environmental review of the El Dorado Y site for use as the Animal Shelter is required by CEQA and cost \$50,000. Mitigation requirements that were identified in this CEQA document were forwarded to George Miers & Associates to include in their planning.
Fall of 2006	George Miers prepares building program - square footage requirements for the functions needed in the building, based on numbers/types of animals housed and space required for those kennels/cages; support functions (like food storage, supplies, laundry facilities); public counter/lobby; staff work areas; required restrooms, hallways.
November 2006	Escrow closes on Shinn property. County owns site for new animal shelter.
November 2006	Staff worked to reduce the size of the building to be designed. Using standard formulas, driven by numbers of animals on average housed, space needs per kennel/cage, etc, number of Animal Services Officers, and ancillary/support areas, a building size of approximately 24,000 square feet was generated. Building elements were eliminated, leaving only the essential functions addressed. This reduction process brought the total square footage down to 18,000 square feet. Further reductions are not practical as the building would simply not have the space to house and care for the population. Below 18,000 square feet, you are cutting into the core space needs. Even at the 18,000 square foot number, a low cost public spay/neuter program (County does not have a public program) should be implemented to curb future growth in homeless animals.

January 16, 2007	Staff and Architect provide a workshop for Board of Supervisors to update them on shelter design process; result of building program/space needs analysis; costs identified for many "non building" items required (road, CEQA report; site prep) costs. No action-to be reviewed with all capital improvements.
February 13, 2007	Board of Supervisors review Western Slope Shelter again, during annual Capital Improvement Budget. Current projected costs, based on actual size needs analysis and refined construction costs are presented.
June 19, 2007	Board directs George Miers Associates to prepare the design of the Western Slope Animal Services Shelter as a concrete tilt-up, 17,700 square foot facility.
Remainder of 2007 and during 2008	George Miers Associates works to fit the directed construction type on this site. County project manager was needed to oversee design and construction of significant tenant improvements at the temporary shelter site in order for it to operate as the county's animal shelter until the new shelter could be designed and built. The length of time for design of the permanent facility was in part due to this diversion. The complexity of the site, required road, other agencies' (e.g.: Fire, EID, PGE, etc.) required input also added to the design time line.
March 3, 2009	With the design complete, the Board of Supervisors directed General Services staff to freeze the animal shelter funds in the Capital Improvement Program, get the project ready to bid, but not go out to bid. The Board was concerned about needing the animal shelter funds from a cash flow perspective and directed staff to return to them with this project when it seemed appropriate.
Spring of 2009	Due to budget reductions and reorganization priorities, the General Services Department was eliminated. The responsibility for County facilities design and construction was moved to Department of Transportation, Engineering and Facilities.
Summer of 2009	Department of Transportation (DOT), Facilities staff reviewed the design and project. Concerns were identified regarding construction of a concrete tilt-up building on the site, due to the topography of the site.
March 3, 2010	A purchase agreement is signed by Supervisor Knight, as negotiator for the Board to purchase the building at 4461 Business Drive, in Shingle Springs (Barnett Business Park). This purchase was conditioned on ratification by the Board in 90 days. Proposed purchase price is \$2,775,000. This is a 50,000 square foot building on 2.5 acres.

<p>March 3 - May 2010</p>	<p>County analyzes the possibility of using the Barnett Business Park building as the Western Slope Animal Shelter (20,000 square feet) as well as using the remainder at a later date for other county offices.</p>
<p>April - May 2010</p>	<p>The current tenant of the building, Shilling Robotics represents that the business has no intention of moving; that their 3 year lease is very important to them. The business notes the millions of dollars in equipment invested at this site and their highly skilled employees that are located here.</p> <p>Meanwhile residential neighbors to the rear of the site (Milton Ranch) and next to the business park (Cameron Park Estates CSD) are strongly opposed to this use at this site.</p> <p>In the following days prior to the Board review of this item, there is mention of litigation from various interested parties.</p>
<p>May 13, 2010</p>	<p>El Dorado County Planning Commission adopts a Negative Declaration of Environmental Impact and finds the use of 4461 Business Drive as an animal shelter to be consistent with the County's General Plan. The area is zoned industrial and this is a use that can be placed in an industrial zone. Neighboring residents spoke in opposition to placing a shelter here.</p>
<p>May 18, 2010</p>	<p>The Board of Supervisors received a DOT staff report that compared proceeding with the construction of the animal shelter at the Shinn property (site approved in 2006) and use of the industrial building at 4461 Business Drive. The cost to improve the industrial building (it's a shell, now) is found to be more than the cost to construct the shelter and other required site improvements at the Y. Of the many residents, representatives of the impacted businesses, PAWED, and other interested parties, no one supported the business park alternative. Many speakers cited the site already owned by the county for the animal shelter and encouraged the Board to proceed to construct the shelter there.</p> <p>The Board took action to not proceed with the purchase of 4461 Business Drive. The Board specifically did not move forward with the Western Slope Shelter at the Y. The motion stated that they would revisit the topic, but no date was set. The Western Slope Animal Shelter still does not move forward.</p>

<p>May 19, 2010</p>	<p>To summarize to this point: the site is purchased; contractual obligations exist for road/site improvements to be made by the county; environmental review for this site is completed; a design has been completed; the bidding climate for public works projects is excellent currently; the project has already been on hold for 14 months (from the point the design was complete); the more other interested parties (other than animal welfare organizations) learn about the history of this project, the more support grows for moving forward.</p> <p>Due to all of the above, the Animal Shelter Coalition for El Dorado County spontaneously formed.</p>
<p>July 20, 2010</p>	<p>The Board of Supervisors in a 3-2 vote (Briggs, Knight and Santiago approving) voted to move the permanent Western Slope Animal Shelter project forward in a phased approach. This majority of the Board approved the initiation of Phase 1 (the site improvements: access road; utilities; grading; building site preparation), directed staff to proceed and return to the Board with an amended road alignment, plans and specifications for Phase 1 and the materials needed for the Board to authorize the County to bid this portion of the project. DOT staff believed they would have these items back before the Board in a few months and begin some of the Phase 1 construction in the Fall of 2010.</p>
<p>Fall 2010</p>	<p>DOT staff were unable to make as much progress as hoped and indicated that they would not be able to bring required bidding documents to the Board until after the first of the year.</p> <p>The Board held hearings to find reductions to the 2011/12 Operating Budget, projected to be \$11million short. Approximately \$4million of reductions were identified. Although some argued that the remaining Western Slope Animal Shelter capital project funds, should be taken to pay for ongoing general fund operating expenses, the Board held to the principle of finding sustainable reductions and did not raid the one-time capital project funds.</p>
<p>February 2011</p>	<p>As of February 2011 (seven months after the Board decision to move forward with Phase 1), it appears no work has been done to move this phase of the project forward.</p>

April 11, 2011	DOT reports on April 11 that construction cannot start until Spring of 2012. Note that a new DOT project manager was assigned in late March 2011. The Board directs staff to report back on April 26 <sup>th</sup> with a schedule showing timelines and processes necessary for: a) completion of agreements necessary for the re-alignment of the access road; b) completion of professional services agreement, engineering, bid documents, contract award and construction of the access road; and c) the processes necessary for advancing the shelter construction project on a parallel track with the phase 1 work. The Board also directed that monthly status reports be provided. Board members noted that the shelter could not stay at its temporary location and directed staff to provide them with monthly updates on the progress of this project.
April 26, 2011	On April 26, 2011, project manager Kris Payne provided the Board a "faster track" schedule that would begin construction of both phases in 2012. This faster track schedule now has Phase 1 work organized to include the access road and water line (required by Purchase/Sales agreement), while the remainder of the site improvements are now part of Phase 2. This schedule calls for Phase 2 (the building) plans and specs being before the Board to authorize bidding in November 2011 and bidding of the road/water line (phase 1) in March 2012.
June 22, 2011	The first status report was provided on consent calendar by DOT project manager Payne, noting progress on: Shinn purchase and sale agreement amendment to reflect the modified road alignment; environmental documentation; and design of road and water line. The Project Summary Update Status for the Phase 2 Design and Construction line item lists "Faster Track Finish Date" as 11/14/12 (as was listed in the April 26, 2011 Faster Track Schedule), but the comment column now reads "THIS ITEM NOT AUTHORIZED AT THIS TIME."
August 9, 2011	The Board of Supervisors approved (consent calendar item) a contract assignment agreement between the County, George Miers & Associates (GMA), and Swatt Miers Architects (SMA). This agreement is referred to as "Adendum 1" to the GMA original agreement and was required because between the time that the Board "froze" the project in March of 2009 and the time staff began working on it again, the architect had joined with another architect, creating a new firm. This agreement assigns all the original rights and obligations of the original firm to the new firm. It also specifies that George Miers shall remain the principal architect responsible for the performance of all the work required under the agreement. This assignment agreement was needed for the project manager to proceed with the architect to develop the new scope of work for the redesign of the envelope of the building - from a concrete tilt up to a steel frame construction type. A second contract amendment will incorporate that scope of work and go to the Board for approval and then the architect can do the work of the redesign. This consent calendar item did not include a project status report.



September 2011	No status reports in July, August or September.
October 4, 2011	<p>The Board adopted an addendum to the mitigated negative declaration (this is the additional environmental review because the access road is now in a different place) and received a project status report that includes revised dates for a variety of tasks for both Phase 1 and Phase 2. Supervisor Santiago pulled the item from Consent for presentation and discussion. Frustration was again expressed, some related to the status of the architectural services work. In the absence of the project manager (DOT managers were available for the item but not the project manager), the distinction between the August 9, 2011 <i>contract assignment agreement</i> and an upcoming amendment that will include a revised scope of services (the amendment that will trigger the redesign work) was not thoroughly explained. Among the updated target dates are authorization to advertise Phase 1 on 4/2/12, construction of Phase 1 from 7/2012 through 10/2012, authorization to advertise Phase 2 on 5/10/12 and construction of Phase 2 from 8/2012 – 5/2013.</p> <p>While some Board members again noted that the Board has not approved the construction of phase 2, Supervisor Briggs reflected that he did not want to build a road without building the shelter. Supervisor Sweeney returned to the concept of completing all the site improvements at one time (as Phase 1 was originally structured). Supervisor Knight suggested an ad hoc committee to keep apprised of the status of this project.</p> <p>Assistant DOT Director Bob Slater was asked his understanding of the authority provided by the Board. Mr. Slater understands DOT's authority to be to complete Phase 1 and once all the agreements are in place to get the redesign done and get plans and specs before the Board to be ready to bid Phase 2.</p> <p>Supervisor Sweeney stated that four of five members of the Board of Supervisors say they expect to build this shelter unless there's a budget catastrophe. The requirement to keep the project within the remaining budget was emphasized.</p> <p>The Board approved on a four to one vote to approve the agenda item, exclude the term "faster track" from the project schedule, and direct that the site grading be included as an optional part of the bid for the Phase 1 work.</p>

The sources for the above chronology of actions are Board of Supervisors Minutes, Staff Reports to the Board, other County documents.