

COUNTY ADMINISTRATOR'S OFFICE

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To: Board of Supervisors
From: Birgitta Corsello, County Administrator
Date: February 4, 2013
Subject: Biweekly Update of Significant Issues

1. County Administrator's Update on Contracts

The County Administrator signed the following contracts of significance since the last Significant Issues update.

- Tax Collector, a contract with Pacific Corporate & Title Services (effective January 23, 2013 to January 23, 2015) to conduct parties of interest searches on tax sale parcels as required by law, for a total of \$25,000.
- Tax Collector, a contract with Bid4Assets (effective January 31, 2013 to January 31, 2016) to provide online auction services and hosting for property tax sales, for a total of \$49,000.

2. Update on Discussion of Airport Land Use Commission Membership

At the January 15, 2013 Board of Supervisors meeting, concern was raised over the interpretation of the Government Code which dictates membership composition for the Airport Land Use Commission. As a result, staff was asked to bring forward information on how to amend the statute should the Board wish to change the requirements for membership, as well as information related to the requirements for membership. Staff is currently collecting information and anticipates that this report will be brought before the Board on March 26, 2013.

- Contact: Bill Emlen, Resource Management Director, 784-6062

3. Update on AB900 Claybank Adult Detention Facility Construction Project

Construction of the new \$89.3 million, 127,500 gross square foot project situated on 9.5 acres of County-owned land officially began on July 9, 2012 with the issuance of the Notice to Proceed to Roebbelen Contracting, Inc. of El Dorado Hills, CA. The project remains on schedule and within budget with Substantial Completion slated for February 9, 2014 and Final Completion scheduled for April 10, 2014. As of mid-January 2013, the original construction contract of \$58.242 million has been amended to \$58.277 million, representing a .06% increase from the original contract amount, including changes to improve temporary and permanent site security and improved air distribution in public visitation areas. The project is financed using a combination of State bonds and local Public Facilities Fees through which the County leveraged two State dollars for each local dollar.

As of January 2013, Roebbelen indicated that 51% of construction site personnel were Solano County residents, many of them hired through the local hiring hall as stipulated in the Project Labor Agreement with the Napa-Solano Building Trades Council. At construction peak, 80 to 100 construction professionals will be working onsite simultaneously. Major materials produced, manufactured and procured locally include masonry products, concrete and aggregate/baseroack with a cumulative value of \$1.2 million. Additional procurement from local suppliers will occur through the course of the project.

Work completed to date includes placement of temporary facilities onsite, completion and turnover of a new parking area prior to demolishing existing parking improvements, completion of rough grading of the site, placement of underground utilities, pouring of concrete footings, erection of structural steel columns and masonry walls and a portion of the floor slabs in the detention housing areas. See photos below.

In October 2012, the Sheriff's Office, in conjunction with the Department of Information Technology and Department of General Services, Central Services Division, issued a Request for Proposals for a Jail Management System, an integrated software/hardware system that will be integral to the operation of the new Adult Detention Facility. The evaluation of proposals has been completed and contract negotiations are in process. The contract will be presented by the Sheriff's Office to the Board for approval in late February/early March 2013.



- Contact: Kanon R. Artiche, County Architect, General Services Department, 784-7908

4. County Vacancy Rate Report as of January 19, 2013

There were 2,607.4 allocated positions in the County as of the January 19, 2013 pay period, of which 227.825 or 8.74% were vacant. Departments obtained authorization to fill 170 of those vacant positions, which represents a vacancy rate of 6.67% for requested positions. A spreadsheet detailing the vacancies by department is attached.

- Contact: Marc Fox, Human Resources Director, 784-2552



COUNTYWIDE VACANCY REPORT

Department	Current # Allocations	Current # Filled	Current # Vacant	Current # Req's	Current % Requested to Fill	Pay Period of 01/19/13		Pay Period of 12/22/12		Pay Period of 07/07/12		Pay Period of 12/24/11		Pay Period of 07/09/11		Pay Period of 12/25/10		Pay Period of 07/10/10	
						Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate	Vacancy Rate for Requisitioned Positions	Vacancy Rate
Agriculture	18	17	1	0	N/A	0.00%	5.56%	0.00%	5.56%	0.00%	2.86%	5.71%	5.71%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Assessor/Recorder	48	48	0	0	N/A	0.00%	0.00%	0.00%	0.00%	2.11%	3.13%	2.13%	2.13%	2.22%	10.20%	7.69%	9.43%	2.00%	5.77%
Auditor/Controller	32	29	3	3	100.00%	9.38%	9.38%	9.09%	6.25%	0.00%	0.00%	0.00%	0.00%	0.00%	3.33%	3.23%	3.23%	3.13%	3.13%
Board of Supervisors	10	8.75	1.25	1	80.00%	10.26%	12.50%	0.00%	2.50%	0.00%	2.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cooperative Extension-UC	2	2	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
County Administrator's Office	23	21	2	1	50.00%	4.55%	8.70%	4.35%	4.35%	4.35%	8.33%	0.00%	4.17%	4.00%	7.69%	4.00%	7.69%	11.54%	14.81%
- CAO - Administration	14	12	2	1	50.00%	7.69%	14.29%	7.14%	7.14%	7.14%	7.14%	0.00%	0.00%	7.14%	13.33%	7.14%	13.33%	20.00%	25.00%
- CAO - Clerk of the BOS	2	2	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- CAO - 1st 5	7	7	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	12.50%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
County Counsel	17.55	16.55	1	1	100.00%	5.70%	5.70%	10.78%	5.70%	0.00%	0.00%	0.00%	0.00%	0.00%	6.76%	0.00%	2.11%	0.00%	2.96%
Child Support Services	106	106	0	0	N/A	0.00%	0.00%	4.72%	4.72%	0.94%	0.94%	0.00%	0.95%	3.85%	4.76%	7.41%	5.66%	1.90%	3.27%
Information Technology	52	50	2	1	50.00%	1.96%	3.85%	1.96%	3.85%	3.85%	1.92%	0.00%	0.00%	0.00%	1.92%	0.00%	1.75%	0.00%	0.00%
District Attorney	117	104.5	12.5	11	88.00%	9.52%	10.68%	8.51%	8.12%	0.00%	3.67%	1.89%	4.39%	1.91%	10.15%	0.00%	6.81%	0.85%	6.30%
General Services	90.6	85.6	5	2	40.00%	2.28%	5.52%	1.15%	5.52%	0.00%	4.44%	0.00%	2.25%	1.07%	1.07%	0.86%	2.53%	0.00%	3.20%
Health & Social Services	1097.25	959.925	137.325	108	78.65%	10.11%	12.52%	9.09%	12.48%	7.77%	12.59%	5.12%	9.60%	4.42%	10.83%	3.13%	7.20%	4.62%	8.14%
- H&SS - Admin	69	65	4	3	75.00%	4.41%	5.80%	4.41%	5.80%	2.94%	7.04%	2.99%	10.96%	9.66%	12.08%	0.00%	2.58%	0.00%	5.56%
- H&SS - CWS	114	106.5	7.5	9	120.00%	7.79%	6.58%	6.11%	5.70%	3.70%	4.59%	3.00%	3.00%	6.00%	9.62%	0.00%	1.90%	7.62%	8.49%
- H&SS - E&ES	343.15	316.15	27	34	125.93%	9.71%	7.87%	6.43%	6.70%	12.15%	13.66%	7.80%	8.10%	5.50%	10.43%	2.33%	6.67%	3.56%	5.19%
- H&SS - FHS	170.5	111.675	58.825	32	54.40%	22.27%	34.50%	25.07%	37.27%	11.54%	21.94%	13.79%	26.04%	10.61%	13.81%	4.72%	8.50%	14.00%	14.55%
- H&SS - IHSS	4	4	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%	0.00%	25.00%
- H&SS - MH Managed Care	9	8.75	0.25	0	N/A	0.00%	2.78%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	25.00%	0.00%	25.00%	0.00%	12.50%
- H&SS - MH	134	115.5	18.5	15	81.08%	11.49%	13.81%	9.28%	13.15%	6.26%	10.97%	0.79%	7.13%	0.68%	15.32%	4.20%	10.90%	4.50%	11.61%
- H&SS - ODAS	56	53	3	3	100.00%	5.36%	5.36%	5.41%	6.25%	1.83%	3.60%	1.83%	3.60%	3.60%	10.08%	3.48%	9.76%	0.00%	2.06%
- H&SS - PHS	130.1	115.35	14.75	10	67.80%	7.98%	11.34%	8.04%	11.43%	5.89%	20.17%	1.71%	9.28%	0.87%	8.80%	6.69%	8.72%	3.72%	8.33%
- H&SS - Substance Abuse	17.5	17	0.5	0	N/A	0.00%	2.86%	0.00%	2.86%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.13%	7.50%
- H&SS - Welfare Admin	50	47	3	2	66.67%	4.08%	6.00%	6.00%	6.00%	3.77%	5.56%	2.96%	8.39%	0.00%	4.20%	4.32%	5.67%	5.76%	8.14%
Human Resources	26	23	3	3	100.00%	11.54%	11.54%	20.00%	23.08%	15.38%	15.38%	0.00%	3.85%	0.00%	5.66%	3.64%	3.64%	3.85%	10.71%
Library	111.5	105.75	5.75	1	17.39%	0.94%	5.16%	1.86%	5.16%	1.80%	2.02%	0.00%	1.10%	0.00%	3.22%	0.00%	5.86%	0.00%	5.26%
Probation	200.5	181.5	19	10	52.63%	5.22%	9.48%	6.65%	9.43%	5.26%	10.89%	7.35%	8.60%	2.11%	9.49%	0.92%	1.83%	0.00%	2.44%
Public Defender	72	72	0	1	200.00%	1.37%	0.00%	1.40%	2.08%	0.00%	0.00%	4.17%	2.82%	4.35%	4.35%	2.70%	2.70%	4.35%	4.35%
Resources Management	111	108	3	1	N/A	0.92%	2.70%	0.00%	2.70%	1.83%	3.17%	2.74%	4.48%	0.90%	2.64%	2.74%	2.71%	0.00%	2.72%
- Delta Water Act Division	1	0	1	0	N/A	0.00%	100.00%	0.00%	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
- Public Works	61	60	1	1	100.00%	1.64%	1.64%	0.00%	1.64%	1.64%	0.83%	5.04%	6.61%	1.65%	3.25%	4.72%	4.72%	0.00%	1.57%
- Resource Management	49	48	1	0	N/A	0.00%	2.04%	0.00%	2.04%	2.08%	4.08%	0.00%	2.00%	0.00%	1.96%	0.00%	2.17%	0.00%	4.35%
Sheriff's Office	456	424	32	26	81.25%	5.78%	7.02%	6.59%	6.80%	5.09%	4.87%	6.37%	6.35%	2.22%	2.45%	0.99%	1.47%	2.92%	3.27%
Treasurer-Tax Collector-County Clerk	13	13	0	0	N/A	0.00%	0.00%	0.00%	0.00%	7.14%	0.00%	8.33%	15.38%	7.69%	7.69%	0.00%	0.00%	0.00%	6.67%
Veterans Services	4	4	0	0	N/A	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	20.00%	0.00%	0.00%	16.67%	0.00%	0.00%
Countywide Total	2607.400	2379.575	227.825	170.00	74.62%	6.67%	8.74%	6.67%	8.81%	5.02%	7.87%	4.18%	6.60%	2.93%	7.27%	2.32%	4.93%	2.79%	5.56%