

AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND VANIR CONSTRUCTION MANAGEMENT, INC.

This Agreement is entered into this 3 day of August, 2017, by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and Vanir Construction Management, Inc., hereinafter called "Contractor."

* * *

Whereas, pursuant to Section 31000 of the California Government Code, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof; and

Whereas, it is necessary and desirable that Contractor be retained for the purpose of providing Project Management services.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

- Exhibit A—Services
- Exhibit B—Payments and Rates
- Exhibit B-1- Vanir Staffing Resource Matrix
- Exhibit C – Key Staff Members

2. Services to be performed by Contractor

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for County in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

3. Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed TWO MILLION SIXTEEN THOUSAND NINE HUNDRED FORTY FOUR DOLLARS (\$2,016,944). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

4. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from March 1, 2017, through February 29, 2020.

5. Termination

This Agreement may be terminated by Contractor or by the Director of the Project or his/her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or County funds by providing written notice to Contractor as soon as is reasonably possible after County learns of said unavailability of outside funding.

County may terminate this Agreement for cause. In order to terminate for cause, County must first give Contractor notice of the alleged breach. Contractor shall have five business days after receipt of such notice to respond and a total of ten calendar days after receipt of such notice to cure the alleged breach. If Contractor fails to cure the breach within this period, County may immediately terminate this Agreement without further action. The option available in this paragraph is separate from the ability to terminate without cause with appropriate notice described above. In the event that County provides notice of an alleged breach pursuant to this section, County may, in extreme circumstances, immediately suspend performance of services and payment under this Agreement pending the resolution of the process described in this paragraph. County has sole discretion to determine what constitutes an extreme circumstance for purposes of this paragraph, and County shall use reasonable judgment in making that determination.

6. Contract Materials

At the end of this Agreement, or in the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and other written materials (collectively referred to as "contract materials") prepared by Contractor under this Agreement shall become the property of County and shall be promptly delivered to County. Upon termination, Contractor may make and retain a copy of such contract materials if permitted by law.

7. Relationship of Parties

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent contractor and not as an employee of County and that neither Contractor nor its employees acquire any of the rights, privileges, powers, or advantages of County employees.

8. Hold Harmless

a. General Hold Harmless

Contractor shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services required of Contractor under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Contractor or its employees/officers/agents;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;

(C) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or

(D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However, Contractor's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

b. Intellectual Property Indemnification

Contractor hereby certifies that it owns, controls, and/or licenses and retains all right, title, and/or interest in and to any intellectual property it uses in relation to this Agreement, including the design, look, feel, features, source code, content, and/or other technology relating to any part of the services it provides under this Agreement and including all related patents, inventions, trademarks, and copyrights, all applications therefor, and all trade names, service marks, know how, and trade secrets (collectively referred to as "IP Rights") except as otherwise noted by this Agreement.

Contractor warrants that the services it provides under this Agreement do not infringe, violate, trespass, or constitute the unauthorized use or misappropriation of any IP Rights of any third party. Contractor shall defend, indemnify, and hold harmless County from and against all liabilities, costs, damages, losses, and expenses (including reasonable attorney fees) arising out of or related to any claim by a third party that the services provided under this Agreement infringe or violate any third-party's IP Rights provided any such right is enforceable in the United States. Contractor's duty to defend, indemnify, and hold harmless under this Section applies only provided that: (a) County notifies Contractor promptly in writing of any notice of any such third-party claim; (b) County cooperates with Contractor, at Contractor's expense, in all reasonable respects in connection with the investigation and defense of any such third-party claim; (c) Contractor retains sole control of the defense of any action on any such claim and all negotiations for its settlement or compromise (provided Contractor shall not have the right to settle any criminal action, suit, or proceeding without County's prior written consent, not to be unreasonably withheld, and provided further that any settlement permitted under this Section shall not impose any financial or other obligation on County, impair any right of County, or contain any stipulation, admission, or acknowledgement of wrongdoing on the part of County without County's prior written consent, not to be unreasonably withheld); and (d) should services under this Agreement become, or in Contractor's opinion be likely to become, the subject of such a claim, or in the event such a third party claim or threatened claim causes County's reasonable use of the services under this Agreement to be seriously endangered or disrupted, Contractor shall, at Contractor's option and expense, either: (i) procure for County the right to continue using the services without infringement or (ii) replace or modify the services so that they become non-infringing but remain functionally equivalent.

Notwithstanding anything in this Section to the contrary, Contractor will have no obligation or liability to County under this Section to the extent any otherwise covered claim is based upon: (a) any aspects of the services under this Agreement which have been modified by or for County (other than modification performed by, or at the direction of, Contractor) in such a way as to cause the alleged infringement at issue; and/or (b) any aspects of the services under this Agreement which have been used by County in a manner prohibited by this Agreement.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

9. Assignability and Subcontracting

Contractor shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice.

10. Insurance

a. General Requirements

Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by County's Risk Management, and Contractor shall use diligence to obtain such insurance and to obtain such approval. Contractor shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. Workers' Compensation and Employer's Liability Insurance

Contractor shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Contractor certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

Contractor shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Contractor and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

- (a) Comprehensive General Liability... \$1,000,000
- (b) Motor Vehicle Liability Insurance... \$1,000,000
- (c) Professional Liability..... \$1,000,000

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

11. Compliance With Laws

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law or regulation, the requirements of the applicable law or regulation will take precedence over the requirements set forth in this Agreement.

Further, Contractor certifies that it and all of its subcontractors will adhere to all applicable provisions of Chapter 4.106 of the San Mateo County Ordinance Code, which regulates the use of disposable food service ware. Accordingly, Contractor shall not use any non-recyclable plastic disposable food service ware when providing prepared food on property owned or leased by the County and instead shall use biodegradable, compostable, reusable, or recyclable plastic food service ware on property owned or leased by the County.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

12. Non-Discrimination and Other Requirements

a. General Non-discrimination

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

b. Equal Employment Opportunity

Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations

for all employees under this Agreement. Contractor's equal employment policies shall be made available to County upon request.

c. Section 504 of the Rehabilitation Act of 1973

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

d. Compliance with County's Equal Benefits Ordinance

Contractor shall comply with all laws relating to the provision of benefits to its employees and their spouses or domestic partners, including, but not limited to, such laws prohibiting discrimination in the provision of such benefits on the basis that the spouse or domestic partner of the Contractor's employee is of the same or opposite sex as the employee.

e. Discrimination Against Individuals with Disabilities

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Contractor and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

f. History of Discrimination

Contractor certifies that no finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other investigative entity. If any finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or other investigative entity, Contractor shall provide County with a written explanation of the outcome(s) or remedy for the discrimination prior to execution of this Agreement. Failure to comply with this Section shall constitute a material breach of this Agreement and subjects the Agreement to immediate termination at the sole option of the County.

g. Reporting: Violation of Non-discrimination Provisions

Contractor shall report to the County Manager the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or the Section titled "Compliance with Laws". Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the California Department of Fair Employment and Housing, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination).

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to the following:

- i. termination of this Agreement;
- ii. disqualification of the Contractor from being considered for or being awarded a County contract for a period of up to 3 years;
- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this Section, the County Manager shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Contractor under this Agreement or any other agreement between Contractor and County.

h. Compliance with Living Wage Ordinance

As required by Chapter 2.88 of the San Mateo County Ordinance Code, Contractor certifies all contractor(s) and subcontractor(s) obligated under this contract shall fully comply with the provisions of the County of San Mateo Living Wage Ordinance, including, but not limited to, paying all Covered Employees the current Living Wage and providing notice to all Covered Employees and Subcontractors as required under the Ordinance.

13. Compliance with County Employee Jury Service Ordinance

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no full-time employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy that complies with Chapter 2.85 of the County's Ordinance Code." The requirements of Chapter 2.85 do not apply if this Agreement's total value listed in the Section titled "Payments", is less than one-hundred thousand dollars (\$100,000), but Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value meets or exceeds that threshold amount.

14. Retention of Records; Right to Monitor and Audit

(a) Contractor shall maintain all required records relating to services provided under this Agreement for three (3) years after County makes final payment and all other pending matters are closed, and Contractor shall be subject to the examination and/or audit by County, a Federal grantor agency, and the State of California.

(b) Contractor shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by County.

(c) Contractor agrees upon reasonable notice to provide to County, to any Federal or State department having monitoring or review authority, to County's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

15. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

16. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

17. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:

Name/Title: Sam Lin, Manager
Address: 1402 Maple Street
Redwood City CA 94063
Telephone: 650.369.4766
Email: slin@smcgov.org

In the case of Contractor, to:

Name/Title: Joseph A. Mehula, President
Vanir Construction Management, Inc.
Address: 4540 Duckhorn Dr. Suite 300
Sacramento, CA 95834
Telephone: 916/575-8888
Email: guy.mehula@vanir.com

With a copy to:

Name/Title: Daniel Ferst, CCM
Vanir Construction Management, Inc.
Address: 4540 Duckhorn Dr. Suite 300
Sacramento, CA 95834
Telephone: 415/284-9050
Email: dan.ferst@vanir.com

18. Electronic Signature

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

* * *

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

For Contractor: **Vanir Construction Management, Inc.**


Contractor Signature

08/16/2017
Date

Joseph A Mehula, President
Contractor Name (please print)

For County:

I hereby certify that the services requested are necessary, that the selection process documentation is accurate, that all insurance certificates including Workers' Compensation are on file in this office, that Risk Management has approved any reductions in Contractor's insurance limits below \$1,000,000, and that no work will commence until this document is signed by the County Purchasing Agent.


Contract Requestor Signature
County of San Mateo

8/31/2017
Date

Sam Lin
Contract Requestor Name
County of San Mateo

Manager
Contract Requestor Title


Purchasing Agent Signature
(Department Head or Designee)
County of San Mateo

9/12/17
Date

Mike Callagy
Purchasing Agent Name
(Department Head or Designee)
County of San Mateo

Assistant County Manager
Purchasing Agent Title (please print)

Budget Unit

Exhibit A

In consideration of the payments set forth in Exhibit B, Contractor shall provide the following services:

Work will be done on a Time and Materials basis.

Project management, day-to-day management assistance and coordination; participation in all key design and construction meetings related to assigned projects; provide monthly project reporting as required; provide constructability review and/or peer review feedback of design; estimating; budget reconciliation; scheduling; assist with material procurement; MEP coordination; review & validate bids; and change order analysis.

Exhibit B

In consideration of the services provided by Contractor described in Exhibit A and subject to the terms of the Agreement, County shall pay Contractor based on the following fee schedule and terms:

See Exhibit B-1 for hourly rates by position.

Contractor will invoice county for services provided on a monthly basis. Contractor may bill at cost for reimbursement of eligible work related expenses with receipt.

In no event shall this agreement exceed \$2,016,944.

Exhibit C

The Contractor shall provide the county with resumes of the key staff members to be assigned to said project in advance of commencing any professional services. Once the county approves the key staff to be assigned to the project, any substitutions or additions shall be subject to written approval by the county. The county reserves the right to reject any personnel the Contractor proposes for use on the project.

Contractor represents that it is qualified to furnish the services described under this Agreement. Contractor further declares that one or more members or employees of its firm and that of its sub-contractors, if so required by the State, if any, are licensed by the State of California to perform their services and that these services will be performed by them or under their direct supervision. Contractor shall furnish to county for approval, upon execution of this agreement, a list of all firms or corporations to be employed as sub-contractors.

Nothing in this Agreement abrogates the professional responsibilities of the Contractor and/or sub-contractors with respect to design defects, errors, omissions, or malpractice.

EXHIBIT B-1
RATES



Construction Management, Inc.

May 19, 2017

Project Number: T631

Proposed Staffing Resource Matrix for County of San Mateo Project Development Unit (New Projects)

CONSOLIDATED PROJECT MANAGEMENT SERVICES FROM MARCH 2017 - FEBRUARY 2020				
	March 2017 - February 2018	March 2018 - February 2019	March 2019 - February 2020	PROJECT TOTAL
PROJECT EXECUTIVE: DANIEL FERST				
BUDGET HOURS	48	48	48	144
BUDGET BILLING	\$10,016	\$10,208	\$10,400	\$30,624
PROJECT DIRECTOR: JIM MOSIER				
BUDGET HOURS	1,920	1,920	1,920	5,760
BUDGET BILLING	\$360,320	\$368,000	\$375,680	\$1,104,000
ASSISTANT CONSTRUCTION MANAGER: SAM GARCIA				
BUDGET HOURS	1,920	1,920	1,920	5,760
BUDGET BILLING	\$269,760	\$275,520	\$281,280	\$826,560
SENIOR SCHEDULER: RAFAEL MARTIN/ANTHONY FOSTER DAVIS				
BUDGET HOURS	88	96	96	280
BUDGET BILLING	\$12,896	\$14,352	\$14,640	\$41,888
DOCUMENT CONTROLS SPECIALIST: IMELDA GUZMAN/JENNIE COX				
BUDGET HOURS	48	48	48	144
BUDGET BILLING	\$4,528	\$4,624	\$4,720	\$13,872
SUBTOTAL BUDGET FEE/MONTH	\$657,520	\$672,704	\$686,720	\$2,016,944
Annual Utilization/Ongoing Totals	\$657,520	\$1,360,224	\$2,016,944	

Proposed Staffing Resource Matrix for County of San Mateo Project Development Unit (March 2017 to February 2018)

PROJECT MANAGEMENT SERVICES													PROJECT TOTAL
	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	
PROJECT EXECUTIVE: DANIEL FERST													
BUDGET RATE	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$212	\$212	
BUDGET HOURS	4	4	4	4	4	4	4	4	4	4	4	4	48
BUDGET BILLING	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$848	\$848	\$10,016
PROJECT DIRECTOR: JIM MOSIER													
BUDGET RATE	\$187	\$187	\$187	\$187	\$187	\$187	\$187	\$187	\$187	\$187	\$191	\$191	
BUDGET HOURS	160	160	160	160	160	160	160	160	160	160	160	160	1,920
BUDGET BILLING	\$29,920	\$29,920	\$29,920	\$29,920	\$29,920	\$29,920	\$29,920	\$29,920	\$29,920	\$29,920	\$30,560	\$30,560	\$360,320
ASSISTANT CONSTRUCTION MANAGER: SAM GARCIA													
BUDGET RATE	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$140	\$143	\$143	
BUDGET HOURS	160	160	160	160	160	160	160	160	160	160	160	160	1,920
BUDGET BILLING	\$22,400	\$22,400	\$22,400	\$22,400	\$22,400	\$22,400	\$22,400	\$22,400	\$22,400	\$22,400	\$22,880	\$22,880	\$269,760
SCHEDULER: RAFAEL MARTIN/ANTHONY FOSTER DAVIS													
BUDGET RATE	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$149	\$149	
BUDGET HOURS	0	8	8	8	8	8	8	8	8	8	8	8	88
BUDGET BILLING	\$0	\$1,168	\$1,168	\$1,168	\$1,168	\$1,168	\$1,168	\$1,168	\$1,168	\$1,168	\$1,192	\$1,192	\$12,896
DOCUMENT CONTROLS SPECIALIST: IMELDA GUZMAN/JENNIE COX													
BUDGET RATE	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$94	\$96	\$96	
BUDGET HOURS	4	4	4	4	4	4	4	4	4	4	4	4	48
BUDGET BILLING	\$376	\$376	\$376	\$376	\$376	\$376	\$376	\$376	\$376	\$376	\$384	\$384	\$4,528
SUBTOTAL BUDGET FEE/MONTH	\$53,628	\$54,696	\$55,864	\$55,864	\$667,520								
Monthly Utilization/Ongoing Totals	\$53,528	\$108,224	\$162,920	\$217,616	\$272,312	\$327,008	\$381,704	\$436,400	\$491,096	\$545,792	\$601,656	\$657,520	

Proposed Staffing Resource Matrix for County of San Mateo Project Development Unit (March 2018 to February 2019)

PROJECT MANAGEMENT SERVICES													PROJECT TOTAL
	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	
PROJECT EXECUTIVE: DANIEL FERST													
BUDGET RATE	\$212	\$212	\$212	\$212	\$212	\$212	\$212	\$212	\$212	\$212	\$216	\$216	
BUDGET HOURS	4	4	4	4	4	4	4	4	4	4	4	4	48
BUDGET BILLING	\$848	\$848	\$848	\$848	\$848	\$848	\$848	\$848	\$848	\$848	\$864	\$864	\$10,208
PROJECT DIRECTOR/SENIOR PROJECT MANAGER: JIM MOSIER													
BUDGET RATE	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$191	\$195	\$195	
BUDGET HOURS	160	160	160	160	160	160	160	160	160	160	160	160	1,920
BUDGET BILLING	\$30,560	\$30,560	\$30,560	\$30,560	\$30,560	\$30,560	\$30,560	\$30,560	\$30,560	\$30,560	\$31,200	\$31,200	\$368,000
ASSISTANT CONSTRUCTION MANAGER: SAM GARCIA													
BUDGET RATE	\$143	\$143	\$143	\$143	\$143	\$143	\$143	\$143	\$143	\$143	\$146	\$146	
BUDGET HOURS	160	160	160	160	160	160	160	160	160	160	160	160	1,920
BUDGET BILLING	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880	\$22,880	\$23,360	\$23,360	\$275,520
SCHEDULER: RAFAEL MARTIN/ANTHONY FOSTER DAVIS													
BUDGET RATE	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$152	\$152	
BUDGET HOURS	8	8	8	8	8	8	8	8	8	8	8	8	96
BUDGET BILLING	\$1,192	\$1,192	\$1,192	\$1,192	\$1,192	\$1,192	\$1,192	\$1,192	\$1,192	\$1,192	\$1,216	\$1,216	\$14,352
DOCUMENT CONTROLS SPECIALIST: IMELDA GUZMAN/JENNIE COX													
BUDGET RATE	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$98	\$98	
BUDGET HOURS	4	4	4	4	4	4	4	4	4	4	4	4	48
BUDGET BILLING	\$384	\$384	\$384	\$384	\$384	\$384	\$384	\$384	\$384	\$384	\$392	\$392	\$4,624
SUBTOTAL BUDGET FEE/MONTH	\$55,864	\$57,032	\$57,032	\$672,704									
Monthly Utilization/Ongoing Totals	\$657,520	\$713,384	\$769,248	\$825,112	\$880,976	\$936,840	\$992,704	\$1,048,568	\$1,104,432	\$1,160,296	\$1,216,160	\$1,273,192	\$1,330,224

Proposed Staffing Resource Matrix for County of San Mateo Project Development Unit (March 2019 to February 2020)

	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	PROJECT TOTAL
PROJECT EXECUTIVE: DANIEL FERST													
BUDGET RATE	\$216	\$216	\$216	\$216	\$216	\$216	\$216	\$216	\$216	\$216	\$220	\$220	
BUDGET HOURS	4	4	4	4	4	4	4	4	4	4	4	4	48
BUDGET BILLING	\$864	\$864	\$864	\$864	\$864	\$864	\$864	\$864	\$864	\$864	\$880	\$880	\$10,400
PROJECT DIRECTOR/SENIOR PROJECT MANAGER: JIM MOSIER													
BUDGET RATE	\$195	\$195	\$195	\$195	\$195	\$195	\$195	\$195	\$195	\$195	\$199	\$199	
BUDGET HOURS	160	160	160	160	160	160	160	160	160	160	160	160	1,920
BUDGET BILLING	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$31,200	\$31,840	\$31,840	\$375,680
CONSTRUCTION MANAGER: SAM GARCIA													
BUDGET RATE	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$146	\$149	\$149	
BUDGET HOURS	160	160	160	160	160	160	160	160	160	160	160	160	1,920
BUDGET BILLING	\$23,360	\$23,360	\$23,360	\$23,360	\$23,360	\$23,360	\$23,360	\$23,360	\$23,360	\$23,360	\$23,840	\$23,840	\$281,280
SCHEDULER: RAFAEL MARTIN/ANTHONY FOSTER DAVIS													
BUDGET RATE	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$155	\$155	
BUDGET HOURS	8	8	8	8	8	8	8	8	8	8	8	8	96
BUDGET BILLING	\$1,216	\$1,216	\$1,216	\$1,216	\$1,216	\$1,216	\$1,216	\$1,216	\$1,216	\$1,216	\$1,240	\$1,240	\$14,640
DOCUMENT CONTROLS SPECIALIST: IMELDA GUZMAN/JENNIE COX													
BUDGET RATE	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$98	\$100	\$100	
BUDGET HOURS	4	4	4	4	4	4	4	4	4	4	4	4	48
BUDGET BILLING	\$392	\$392	\$392	\$392	\$392	\$392	\$392	\$392	\$392	\$392	\$400	\$400	\$4,720
SUBTOTAL BUDGET FEE/MONTH	\$67,032	\$68,200	\$68,200	\$686,720									
Monthly Utilization/Ongoing Totals	\$1,330,224	\$1,387,256	\$1,444,288	\$1,501,320	\$1,558,352	\$1,615,384	\$1,672,416	\$1,729,448	\$1,786,480	\$1,843,512	\$1,900,544	\$1,958,744	\$2,016,944



January 31,2017

EXHIBIT "B"
Team Rates
Vanir Construction Management, Inc.

POSITIONS	HOURLY RATES			
	2017	2018	2019	2020
Project Executive	\$208	\$212	\$216	\$220
Project Director	\$187	\$191	\$195	\$199
Senior Construction Manager	\$177	\$181	\$184	\$188
Construction Manager	\$166	\$169	\$173	\$176
Assistant Construction Manager	\$140	\$143	\$146	\$149
Administrative Assistant	\$94	\$96	\$98	\$100
Scheduler	\$146	\$149	\$152	\$155
Estimator	\$146	\$149	\$152	\$155

Notes:

1. Proposed billing rates include a 2% escalation factor rounded to the nearest whole dollar.
2. Rates assume that the County of San Mateo or the Project Development Unit will provide office space and associated equipment and supplies for Vanir personnel, (furniture, office supplies, printers, internet connectivity, project management software, etc.). Vanir will provide computers and mobile phones.
3. Rate adjustments may be requested for staff during the life of the contract.

RESOLUTION NO. 075267

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

* * * * *

RESOLUTION AUTHORIZING THE COUNTY MANAGER OR MANAGER'S DESGNEE TO EXECUTE: A) AN AGREEMENT WITH VANIR CONSTRUCTION MANAGEMENT, INC. TO PROVIDE CONSTRUCTION MANGEMENT SERVICES AND SUPPORT FOR THE DIRECTOR AND MANAGER OF THE PROJECT DEVELOPMENT UNIT FOR THE TERM OF MARCH 1, 2017 THROUGH FEBRUARY 29, 2020 AND IN AN AMOUNT NOT TO EXCEED \$2,016,944, AND B) AN AMENDMENT TO THE AGREEMENT WITH CRITICAL SOLUTIONS INC. TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES ON THE SAN MATEO COUNTY REGIONAL OPERATIONS CENTER INCREASING THE AMOUNT BY \$1,200,000 TO \$1,464,480 AND EXTENDING THE TERM OF THE AGREEMENT TO FEBRUARY 29, 2020.

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, Vanir Construction Management, Inc. has provided a high level of service managing the construction of the Maple Street Correctional Center and the security upgrade at the Maguire Correctional Facility; and

WHEREAS, Vanir has played an important role in the transfer of projects and the initiation of projects as PDU was formed; and

WHEREAS, Vanir has been instrumental in developing standardized templates for Requests for Qualifications (RFQ), Requests for Proposals (RFP), and contracts using the various delivery methods; and

WHEREAS, Critical Solutions Inc. has provided a high level of service when contracted to provide construction management services for the schematic design and design development process for the County Regional Operations Center; and

WHEREAS, Critical Solutions Inc. has maintained history and consistency and provided strong service for the Regional Operations Center; and

WHEREAS, The Project Development Unit will utilize Vanir and Critical Solutions for construction management services and support for the director and manager of the PDU; and

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors authorizes an agreement with Vanir, Inc. to provide construction management services and support for the Director and Manager of the Project Development Unit for the term of March 1, 2017 through February 29, 2020 in an amount not to exceed \$2,016,944;

BE IT FURTHER RESOLVED that the Board of Supervisors authorizes an amendment to the agreement with Critical Solutions Inc. to continue to provide construction management services to the Project Development Unit on the Regional Operations Center increasing the not to exceed amount by \$1,200,000 to \$1,464,480 and extending the term of the agreement to February 29, 2020.

* * * * *

RESOLUTION NUMBER: 075267

Regularly passed and adopted this 27th of June, 2017

AYES and in favor of said resolution:

Supervisors: _____ *DAVE PINE*

_____ *CAROLE GROOM*

_____ *DON HORSLEY*

_____ *WARREN SLOCUM*

_____ *DAVID J. CANEPA*

NOES and against said resolution:

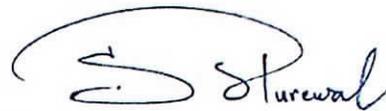
Supervisors: _____ *NONE*



*President, Board of Supervisors
County of San Mateo
State of California*

Certificate of Delivery

I certify that a copy of the original resolution filed in the Office of the Clerk of the Board of Supervisors of San Mateo County has been delivered to the President of the Board of Supervisors.



Assistant Clerk of the Board of Supervisors

**AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND VANIR CONSTRUCTION
MANAGEMENT, INC.**

THIS AMENDMENT TO THE AGREEMENT, entered into this 25th day of February, 2020, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Vanir Construction Management, Inc., hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for project management services on August 3, 2017; and

WHEREAS, the parties wish to amend the Agreement to the terms in Exhibit B and B-1.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Section 3 (Payments) of the agreement is amended to read as follows:

“In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County’s total fiscal obligation under this Agreement exceed THREE MILLION THREE HUNDRED EIGHTY EIGHT THOUSAND NINE HUNDRED FORTY FOUR DOLLARS (\$3,388,944). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as require by this agreement.”

2. Section 4 (Term) of the agreement is amended to read as follows:

“Subject to compliance with all terms and conditions, the term of this Agreement shall be from March 1, 2020 through February 28, 2023.”

3. Original Exhibit B paragraph #4 is hereby replaced with the following:

In no event shall this agreement exceed \$3,388,944.

4. Original Exhibit B1 is hereby deleted in full and replaced with the following in Exhibit B-1 Rates (Revised 2/25/2020) below.

5. **All other terms and conditions of the agreement dated August 3, 2017, between the County and Contractor shall remain in full force and effect.**

Exhibit B (Revised 2/25/2020)

In consideration of the services provided by Contractor described in Exhibit A and subject to the terms of the Agreement, County shall pay Contractor based on the following fee schedule and terms:

See Exhibit B-1 for hourly rates by position.

Contractor will invoice County for services provided on a monthly basis. Contractor may bill at cost for reimbursement of eligible work related expenses with receipt.

In no event shall this agreement exceed \$3,388,944..

EXHIBIT B-1 RATES (Revised 2/25/2020)



Construction Management, Inc.

County of San Mateo Project Development Unit - Agreement No. 84700-18-R075267

																TOTAL
2020 Project Management Services		Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Hours	Rate	
Project Executive	Daniel Ferst	8	8	8	8	8	8	8	8	8	8	8	8	96	221.00	21,216
Project Manager	Laurence Maller	160	160	160	160	160	160	160	160	160	160	160	160	1,920	187.00	359,040
Project Engineer	Ken Li	40	160	160	160	160	160	160	160	160	160	160	160	1,800	95.00	171,000
Project Engineer	TBD		130	160	160	160	160	160	160	160	160	160	160	1,730	95.00	164,350
Document Controls Specialist	Jennie Cox	4	4	4	4	4	4	4	4	4	4	4	4	43	100.00	4,800
Reimbursable Expenses		75	150	150	150	150	150	150	150	150	150	150	150			1,725
Monthly Budget Billing		35,863	59,788	62,638	62,638	62,638	62,638	62,638	62,638	62,638	62,638	62,638	62,638			722,131
Monthly Utilization/Ongoing Totals		1,294,813	1,330,776	1,390,564	1,453,202	1,515,840	1,578,478	1,641,116	1,703,754	1,766,392	1,829,030	1,891,668	1,954,306	2,016,944		
Total For Project Management Services														5,594		722,131



Construction Management, Inc.

Team Rates

County of San Mateo Project Development Unit

POSITIONS	HOURLY RATES			
	2020	2021	2022	2023
Project Executive	\$221	\$228	\$235	\$242
Project Manager	\$187	\$193	\$199	\$205
Project Engineer	\$85	\$88	\$101	\$104
Documents Controls Specialist	\$100	\$103	\$106	\$109

Notes:

- Proposed billing rates include a 3% escalation factor rounded to the nearest whole dollar.
- Rates assume that the County of San Mateo or the Project Development Unit will provide office space and associated equipment and supplies for Vanir personnel (furniture, office supplies, printers, internet connectivity, project management software, etc.). Vanir will provide computers and mobile phones.

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES. NO WORK WILL COMMENCE UNTIL THIS DOCUMENT HAS BEEN SIGNED BY THE COUNTY PURCHASING AGENT OR AUTHORIZED DESIGNEE.

For Contractor: VANIR CONSTRUCTION MANAGEMENT, INC.


Contractor Signature

FEB. 20, 2020
Date

STEVEN WHITEHEAD
Contractor Name (please print)
President

For County:


Purchasing Agent Signature
(Department Head or
Authorized Designee)
County of San Mateo

2/25/2020
Date

Warren Slocum
Purchasing Agent Name (please print)
(Department Head or **Authorized** Designee)
County of San Mateo

Resolution No. 077240

President, Board of Supervisors
Purchasing Agent or **Authorized** Designee
Job Title (please print)
County of San Mateo

County of San Mateo ~ Contract Amendment

Contract Number:
84700-18-R075267

Amendment Number:
002

Agreement between the County of San Mateo and Vanir Construction Management, Inc.

THE AGREEMENT IS CHANGED AS FOLLOWS

Agreement Amount

Original Amount:	Current Amount:	Addition or Reduction:	New Total Amount:
\$2,016,944.00	\$3,388,944.00	No Change	No Change

Agreement Term:

Original Start Date:	Original End Date:	New Start Date:	New End Date:
3/1/2017	2/28/2023	No change	No change

Exhibit B: is hereby added amended as follows:

Delete in full page 2 "Exhibit B-1 Rates (revised 2/25/2020)" and replace with the updated Exhibit B-1 Rates (Revised 12/1/2020) below.

This change is effective as of: 12/1/2020

ALL OTHER PRICES, TERMS AND CONDITIONS OF THE AGREEMENT REMAIN UNCHANGED

DocuSigned by: <u>Steven Whitehead</u> 7C5F5DE85927483 Contractor Signature	<u>2/4/2021 5:00 PM PST</u> Date	Steven Whitehead <u>President</u> Contractor Name (please print)
DS Pam Sammons <u>PS VP of Administration</u> 2/4/2021 4:49 PM PST		
DocuSigned by: <u>Sam Lin</u> EE4B7E4B372C432 Purchasing Agent Signature (Department Head or Authorized Designee) County of San Mateo	<u>2/9/2021 2:56 PM PST</u> Date	Sam Lin <u>Assistant Director</u> Purchasing Agent Name (please print) (Department Head or Authorized Designee) County of San Mateo

DS
KR
Karen Rodgers
2/10/2021 | 11:02 AM PST
Reviewed

Assistant Director
Purchasing Agent or Authorized Designee Title (please print)

EXHIBIT B-1 (Revised 12/1/2020)

Construction Management, Inc.

Team Rates
County of San Mateo Project Development Unit

POSITIONS	HOURLY RATES			
	2020	2021	2022	2023
Project Executive	\$221	\$228	\$235	\$242
Project Manager	\$187	\$193	\$199	\$205
Assistant Project Manager	\$110	\$113	\$116	\$119
Senior Project Engineer		\$105	\$108	\$111
Project Engineer	\$95	\$98	\$101	\$104
Documents Controls Specialist	\$100	\$103	\$106	\$109
Scheduler	\$155	\$160	\$165	\$170
Estimator	\$155	\$160	\$165	\$170

Notes:

- Proposed billing rates include a 3% escalation factor rounded to the nearest whole dollar. Vanir will request a rate increase by submitting a proposal to PDU 30 days before it is to take effect. The maximum increase would be 3% however the increase approved by PDU may be less depending upon the market conditions
- Rates assume that the County of San Mateo or the Project Development Unit will provide office space and associated equipment and supplies for Vanir personnel (furniture, office supplies, printers, internet connectivity, project management software, etc.). Vanir will provide computers and mobile phones