

RESOLUTION NO. _____

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

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**RESOLUTION AUTHORIZING A FIFTH AMENDMENT TO THE AGREEMENT WITH
CSG CONSULTANTS FOR THE PROVISION OF PLAN CHECK AND BUILDING
INSPECTION SERVICES, INCREASING THE AMOUNT BY \$1,500,000 TO AN
AMOUNT NOT TO EXCEED \$3,025,000**

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

WHEREAS, on June 14, 2022 this Board of Supervisors entered into agreements with three firms (4LEAF INC., CSG Consultants, and TRB + Associates) to provide independent plan check and building inspections services on an as-needed basis for the Planning and Building Department, each with a term of July 1, 2022 through June 30, 2025; and

WHEREAS, on September 26, 2022 the Director of Planning and Building executed first amendments to the above agreements to include additional contract staffing services, including permit technicians and clerical/administration staff on an as-needed basis, with no change to the amount or term of the Agreements; and

WHEREAS, on March 27, 2023 the Director of Planning and Building executed a second amendment to the agreement with CSG Consultants to increase the not to exceed amount by \$25,000 from \$1,000,000 to \$1,025,000 with no change to the terms of the Agreement; and

WHEREAS, on May 23, 2023 this Board approved and executed a third amendment to the agreement with CSG Consultants to increase the not to exceed amount by an additional \$100,000 from \$1,025,000 to \$1,125,000 with no change to the Agreement term; and

WHEREAS, December 5, 2023 this Board approved and executed a fourth amendment to the agreement with CSG Consultants to increase the not to exceed amount by \$400,000 from \$1,025,000 to \$1,525,000; to amend the scope of work to include civil, drainage, and geotechnical plan review services; and to clarify that the standard building plan check fee is limited to three rounds of review (one original submittal and two resubmittal rounds) with no change to the agreement term; and

WHEREAS, vacancies in key technical positions in Planning and Building, along with an influx of large County projects, have increased the need for plan review services, and this Board desires to execute a fifth amendment to the agreement with CSG Consultants to further increase the not to exceed amount by an additional \$1,500,000 from \$1,525,000 to \$3,025,000 with all other terms and conditions of the agreement, as previously amended, remaining the same; and

WHEREAS, this Board has been presented with, and approves, the fifth amendment with CSG Consultants.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President of the Board of Supervisors be and is hereby authorized and directed to

execute said fifth amendment with CSG Consultants for and on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto.

BE IT FURTHER RESOLVED, that the Director of Planning and Building or their designee is authorized to execute further amendment which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) for the agreement with CSG Consultants, and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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