

**RESOLUTION NO. \_\_\_\_\_**

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

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**RESOLUTION AUTHORIZING AMENDMENTS TO THE AGREEMENTS WITH TRB + ASSOCIATES AND CSG CONSULTANTS FOR THE PROVISION OF PLAN CHECK AND BUILDING INSPECTION SERVICES, INCREASING THE CONTRACT NOT TO EXCEED AMOUNTS BY \$600,000 AND BY \$400,000, RESPECTIVELY, AND AMENDING THE CSG CONSULTANTS SCOPE OF WORK WITH NO CHANGE TO THE AGREEMENT TERMS**

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**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 an Agreement 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 for the period of July 1, 2022 through June 30, 2025; and

**WHEREAS**, the Community Development Director executed first amendments to these Agreements to include additional contract staffing services, including permit technicians and clerical/administration staff on an as-needed basis on September 16, 2022, with no change to the amount or term of the Agreements; and

**WHEREAS**, the Community Development Director executed second amendments to the Agreements with CSG Consultants and TRB + Associates to increase the not to exceed amounts by \$25,000, for new total not to exceed amounts of

\$1,025,000 and \$825,000, respectively, with no change to the terms of the Agreements;  
and

**WHEREAS**, the Board approved and executed a third amendment to the Agreement with CSG Consultants to increase the not to exceed amount by \$100,000 for a new total not to exceed amount of \$1,125,000, with no change to the Agreement term;  
and

**WHEREAS**, the parties now wish to amend the agreement with CSG Consultants to increase the not to exceed amount by \$400,000 and amend the scope of work, and with TRB + Associates to increase the not to exceed amount by \$600,000 to allow both contractors to continue providing contract staffing, building, civil engineering, and geotechnical plan review services for Planning and Building permits, and inspections for erosion control and increase the County's fiscal obligation under these Agreements for a new total amount not to exceed \$1,525,000 for CSG Consultants, and a new total amount not to exceed \$1,425,000 for TRB + Associates, for the period of July 1, 2022 through June 30, 2025; and

**WHEREAS**, this Board has been presented with the amendments and has approved of them as to both form and content and desires to enter into the amendments.

**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 amendments 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 Community Development Director or their designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) for each agreement, 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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