



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: February 3, 2014
Board Meeting Date: March 25, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: On-Call Construction Cost Estimating Services for Public Works Projects

RECOMMENDATION:

Adopt a Resolution authorizing agreements with “on-call” Construction Cost Estimating firms Hill International Inc., Leland Saylor Associates, and TBD Consultants to provide cost estimation services on various County facilities construction projects, on an as needed basis, for the term of March 25, 2014 through March 24, 2017, for an amount not to exceed \$200,000, per agreement.

BACKGROUND:

The Department of Public Works (Department) regularly maintains a number of agreements with “on-call” consulting firms to provide services on an as needed basis. The on-call professional service process has expedited numerous County Public Works projects over the years.

DISCUSSION:

Over the next several years, a significant number of construction projects will be undertaken by the Department. Detailed cost estimates are an important part of overall cost management and development of the construction budget. By executing the agreements, the Department will have the ability to utilize the Consultants’ expertise in completing construction cost estimating tasks associated with the planning, design and construction of projects.

The Department conducted a Request for Qualifications (RFQ) process and nine consulting firms responded. A selection committee comprised of inter-departmental staff reviewed and ranked the submissions received from qualified firms, and made recommendations. We are recommending that “on call” agreements be executed with the three most qualified construction cost estimating firms.

The Department will issue individual Work Orders including the scope of work and a not-to-exceed amount to the Consultant. The not-to-exceed amount for the individual Task Orders will vary; however, the cumulative sum of the Work Orders will not exceed the maximum amount of the Agreement. Any increase above the amount or term of the Agreement(s) would be submitted to your Board for approval.

The contractors have agreed to comply with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to, minimum insurance requirements, hold harmless clauses, and non-discrimination and equal benefits policies.

County Counsel has reviewed and approved the Resolution and Agreements as to form.

Approval of these Agreements will contribute to the Shared Vision 2025 outcome of Collaborative Community by approaching construction and renovation projects in County Facilities with fiscal accountability and concern.

FISCAL IMPACT:

The terms of these agreements are from March 25, 2014 through March 24, 2017. The total maximum fiscal obligation for each agreement is \$200,000. The total maximum fiscal obligation for all agreements combined is \$600,000. The various individual Work Orders will be funded through previously approved and appropriated projects.