



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Planning and Building



Date: September 4, 2014
Board Meeting Date: October 7, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Steve Monowitz, Acting Community Development Director

Subject: Amendment to Agreement with TRA Environmental Sciences, Inc., for Big Wave Project North Parcel Alternative (NPA) California Environmental Quality Act (CEQA) Services

RECOMMENDATION:

Adopt a Resolution authorizing an amendment to the agreement with TRA Environmental Sciences, Inc., to provide environmental services related to the Big Wave North Parcel Alternative project located in the San Mateo County Coastal Zone in the unincorporated Princeton area, increasing the amount by \$6,055 to an amount not to exceed \$105,904.

BACKGROUND:

On April 24, 2014, the Community Development Director entered into an agreement with TRA Environmental Sciences, Inc. (TRA), to provide environmental consulting services, including preparation of an addendum to the Environmental Impact Report (EIR) for the Big Wave Wellness Center and Office Park Project, prepared in October 2010 and certified by the County in November 2010. The agreement included a budget of \$99,849, with a term end date of January 31, 2015.

In preparing the Addendum to the Big Wave Wellness Center and Office Park Project EIR (Addendum), staff has determined that the County requires additional work from TRA within the approved scope of work but beyond the approved hours described in the original contract.

Specifically, in the course of preparing the Addendum, it was determined that additional hours were required to clarify changing project details concerning fire flow storage, building elevations, water demand, landscape planting plan, and parking plans. Addressing these matters has necessitated additional unbudgeted work on TRA's part. As a result, TRA requests a contract amendment for reimbursement of 43.25 hours of Senior Project Manager I time for a total cost of \$6,055.

DISCUSSION:

The form of amendment to the agreement proposes an increase in the maximum amount payable under the agreement of \$6,055, to an amount not to exceed \$105,904. Under the subject proposal, there are no proposed changes to the scope of work or contract term.

The Contractor has assured compliance 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 insurance, hold harmless, non-discrimination and equal benefits. County Counsel has reviewed and approved the Resolution and Amendment as to form.

The Community Development Director also requests that the Board authorize him or his/her designee to execute subsequent amendments which do not exceed an aggregate of \$25,000.

FISCAL IMPACT:

The dollar value of the contract before this amendment is \$99,849. This amendment adds \$6,055 for a new maximum fiscal obligation of \$105,904. There is no change to the scope of work or contract term. The applicant is responsible for paying the County the full cost of this agreement and there is no Net County Cost.