



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Sheriff's Office



**Date:** April 2, 2015  
**Board Meeting Date:** April 28, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** 4/5

**To:** Honorable Board of Supervisors

**From:** Sheriff Greg Munks

**Subject:** A Professional Service Agreement with AECOM Technical Services, Inc.

**RECOMMENDATION:**

- A) Resolution authorizing the Sheriff to execute a Professional Service Agreement with AECOM Technical Services, Inc. for architectural and engineering services for the renovation of the Maguire Correctional Facility, for an amount not to exceed \$699,737 for a term of May 2015 through April 2018.
- B) Resolution authorizing an Appropriation Transfer Request transferring \$699,737 Non-Departmental ERAF Reserves to Fixed Assets-Structures/Improvements in the Capital Projects Budget Unit.

**BACKGROUND:**

The Maguire Correctional Facility (MCF) opened in 1988 as an addition to the existing San Mateo County jail located on the 4<sup>th</sup> floor of the San Mateo County Hall of Justice (HOJ). The initial construction (Old Maguire) provided two floors of indirect supervision dormitories. To provide more inmate housing, a safer environment for inmates as well as staff, and increased space for inmate programs, the second construction phase (New Maguire) opened in 1994 adjacent to and connected with Old Maguire.

In October 2011, the Board approved a jail project and authorized the Sheriff to proceed with a replacement jail with a rated bed capacity of 488-552, an additional 88 non-secure transitional beds, and a first floor warm shell. This facility, the Maple Street Correctional Center (MSCC), will include a large laundry and a state-of-the-art kitchen.

**DISCUSSION:**

In July 2014, the RFQ for Maguire Correctional Facility Renovations and Improvements was posted on the Sheriff's Office website and advertised in area newspapers. Two (2) responses to the RFQ were received within the required timeframe. These responses were evaluated by the Selection Committee established by the Sheriff's Office Jail

Planning Bureau. An RFP process ensued, interviews were conducted, and the Selection Committee made the recommendation to award the contract to AECOM, who provides architectural and engineering services, as the best value bid.

While the project was to initially include work related to the receipt of SB 1022 funding, such as seismic upgrades and wellness pods, the scope has been reduced to: (1) the possible repurpose and remodel of Old Maguire; and (2) the renovation of MCF caused by an anticipated modification of the meal delivery and laundry system.

As for the repurpose and remodel of Old Maguire, the Sheriff's Office has proposed through separate resolution that MSCC's 1<sup>st</sup> Floor warm shell be built-out as an inmate housing wing (MSCC Shell Build-Out). If the resolution is adopted and the housing wing constructed, the 280 jail beds at Old Maguire will be decommissioned. Old Maguire could then be repurposed and remodeled for future administrative usage. AECOM will provide the conceptual schemes for this repurpose and remodel.

As for the modifications related to the meal and laundry service, MSCC is slated to open in early 2016. When completed, it will have a kitchen and laundry with apparent sufficient capacity to meet its needs and the needs of MCF. To avoid the unnecessary duplication of facilities and services, the Sheriff intends to close MCF's kitchen and make modifications to the laundry. Meals for inmates remaining at MCF will be transported from MSCC on mobile thermal units. To accommodate these units, modifications to the space and infrastructure of MCF must be made. AECOM will identify and engineer these modifications and the possible modifications to the laundry.

County Counsel has reviewed and approved the resolution and agreement as to form.

Approval of this Resolution contributes to the Shared Vision 2025 Outcome of a Collaborative Community, by ensuring enhanced programs and facilities at Maguire Correctional Facility.

**FISCAL IMPACT:**

Approval of this Appropriation Transfer Request will result in the one-time transfer of \$699,737 from Non-Departmental ERAF Reserves to the Capital Projects budget.