



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Public Works



**Date:** June 3, 2015  
**Board Meeting Date:** July 21, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** James C. Porter, Director of Public Works

**Subject:** Animal Care Shelter –Design Build Procurement

**RECOMMENDATION:**

Adopt a resolution authorizing the Director of Public Works, and/or his designee, to deliver the Animal Care Shelter project utilizing the design-build procurement process, and authorize staff to release the Request for Qualifications and Request for Proposals.

**BACKGROUND:**

Since 1951, San Mateo County has managed animal control field and sheltering services for all cities in the County of San Mateo. The existing facility is obsolete and inadequate to meet current standards of animal care.

On February 15, 2013, your Board requested a list of capital projects to improve the condition of the County's existing buildings. The list was presented as the Five-Year Facilities Capital Plan to your Board on August 6, 2013; and included was a new animal shelter building with a total estimated cost of \$20 million.

**DISCUSSION:**

Staff has determined that constructing this facility through a design-build process, as provided by Senate Bill No. 785 (codified as Public Contract Code §§ 22160 *et. seq.*), offers the best value and shortest implementation schedule for the County. Staff has retained consultants to develop bridging documents that align and integrate the programming of staff and stakeholders.

In compliance with SB 785, the design-build procurement process will follow a two-part process.

1. Staff will prepare and circulate a Request for Qualifications in order to prequalify and short-list design-build entities.

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2. A Request for Proposals will invite prequalified and short-listed entities to submit competitive sealed proposals for the project, based upon the bridging documents prepared in collaboration with stakeholders and end users.

Key milestone dates for the project include: releasing the Request for Qualifications on July 22, 2015, and releasing the Request for Proposals on September 14, 2015, with contract award anticipated at the November 17, 2015 Board of Supervisors meeting. Project completion is anticipated in October 2017.

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

Approval of these actions will contribute to the Shared Vision 2025 outcome of a Collaborative Community by advancing projects that provide regional benefits to San Mateo County residents.

**FISCAL IMPACT:**

The Animal Care Shelter is included in the County's Five-Year Facilities Capital Plan presented to your Board on August 6, 2013. The total project cost is \$20 million.

The County has agreed to advance the funding for the building's construction, and participating cities in San Mateo County have approved a Memorandum of Agreement to provide a 30-year lease agreement. Animal Care Shelter construction costs will be recovered as a component of the lease payment.