



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: October 13, 2015
Board Meeting Date: November 17, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Agreement with KRJ Design Group for Computer-Assisted Design drawings

RECOMMENDATION:

Adopt a resolution authorizing an agreement with KRJ Design Group, to provide Computer-Assisted Design drawings, for the term of November 17, 2015 through November 16, 2016, in an amount not to exceed \$175,000.

BACKGROUND:

KRJ Design Group (KRJ) has been working with the County on design and space planning projects for over 25 years. When KRJ first began working with the County, Computer-Assisted Design drawings (CAD) were not widely used and KRJ provided hand-drawn plans; most of which have now been converted to CAD files. Additionally, most work was done as a subcontractor for another County vendor who provided furniture to the County. The blueprints and space planning drawings remained the intellectual property of KRJ.

In 2010, the County purchased an Integrated Workplace Management System (IWMS). This database system allows the County to maintain an updated inventory of County-leased or owned real property assets, document floor plans and work locations for employees, and create a central location for information about all County-owned or leased properties. Currently, the system contains basic information on the major campuses and continues to expand the portfolio. KRJ CAD drawings contain multiple layers and historical data, including walls, electrical/data and furniture setup. They have the detail to support the installation and reworking of workstations, record of various constructed elements, background of power/data and voice paths, circuiting references and finishes. The files represent approximately two million square feet of planned spaces.

Over the years, the County has expressed an interest in acquiring the background and detailed CAD drawings and files from KRJ, so they could be added to the County's IWMS, to provide more updated space planning information on both owned and leased facilities.

DISCUSSION:

KRJ has agreed to provide CAD drawings and files with more than a basic footprint of a given space.

A benefit to purchasing the CAD drawings and files from KRJ is reduced cycle times for moves and remodels because the current state of floor plans will be up to date, once uploaded in IWMS. For smaller moves or relocations, within a department or division, it will allow the County to minimize architectural design fees. The CAD drawings available from KRJ will result in 80% of County space being current in the IWMS system. KRJ will support County staff in working within IWMS and using the CAD drawings to facilitate moves and remodels. The principal of KRJ Architectural was a member of the selection team of IWMS and is familiar with the system.

The Department is requesting a waiver of the RFP process due to fact that KRJ is a sole provider with specific architectural and design files with significant historical data for the County. To create similar files, with a new firm, would cost approximately \$400,000 - \$500,000 and take more than six months to create. It is important to note that the County's current consultant contract template provides that all designs, plans and specifications, and associated CAD files resulting from the contracted work become the property of San Mateo County.

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

Approval of this agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community by improving the utilization of existing property assets through inter-departmental coordination of space and resources.

FISCAL IMPACT:

The term of the agreement is November 17, 2015 through November 16, 2016. The total amount of the agreement is \$175,000, which is included in the 2015-16 IWMS Capital Project budget.

There is no impact to the General Fund.