



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
County Manager



Date: February 25, 2016
Board Meeting Date: March 29, 2016
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: John L. Maltbie, County Manager

Subject: Agreement with Health Plan of San Mateo for remodeling services.

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Health Plan of San Mateo to provide remodeling services for approximately 29,333 square feet of office space located at 801 Gateway Boulevard, Second Floor, in South San Francisco, for the term of March 29, 2016 through June 30, 2016, in an amount not to exceed \$391,000.

BACKGROUND:

Since the Health System's existing facilities are at capacity (particularly the main campus at 225 37th Ave, San Mateo), the Health System has been searching for office space for the following Health System divisions: Aging and Adult Services, Emergency Medical Services, Family Health Services, and the San Mateo Medical Center. This lease, being brought to your Board for approval simultaneously with this contract, is for turn-key office space at 801 Gateway in South San Francisco, a building owned by the Health Plan of San Mateo (HPSM). Approximately 85 staff members from the Health System divisions mentioned above will be moved from the city of San Mateo to South San Francisco. The location allows the Health System to lease from and co-locate with HPSM, a key partner to the Health System.

DISCUSSION:

HPSM will make significant improvements to the Health System's space (including all required ADA improvements) by the start of the lease, providing a turnkey build out at no cost to the County. HPSM also will provide remodeling services above and beyond the scope of landlord improvements under the terms of the lease, in an amount not to exceed \$391,000. These services include the purchase, wiring and installation of videoconferencing equipment to reduce reliance on in-person meetings, as well as the installation of ergonomic desk furniture and cubicle partitions.

The resolution contains the County's standard provisions allowing amendment of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

The agreement and resolution have been reviewed and approved by County Counsel as to form.

Approval of the agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing much-needed office space for Health System divisions in a convenient location.

FISCAL IMPACT:

This one time not to exceed amount of \$391,000 will be paid for through the project budget.