



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



**Date:** July 11, 2016  
**Board Meeting Date:** August 9, 2016  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

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

**Subject:** Amendments to on-call construction inspection services agreements with 4Leaf, Inc. and Construction Testing Services

**RECOMMENDATION:**

Adopt a resolution authorizing amendments to the agreements with 4Leaf, Inc. for Inspector of Record services, and Construction Testing Services for construction inspection services, for the Regional Operations Center project, extending the terms to March 30, 2018, and increasing the respective not-to-exceed amounts by \$328,520 for a new not-to-exceed amount of \$628,520, and by \$101,826 for a new not-to-exceed amount of \$201,826.

**BACKGROUND:**

The Department of Public Works (Department) regularly maintains a number of on-call agreements with firms to provide services on an as-needed basis. The on-call professional services process has expedited numerous County projects over the years.

In 2012, the Department requested proposals for on-call special inspection materials testing services, and Construction Testing Services (CTS) was selected based on its qualifications and experience. On September 1, 2013, the Department entered into a three-year agreement with CTS for on-call special inspection materials testing.

In 2014, the Department requested proposals for on-call construction inspection services. A selection committee comprised of departmental staff reviewed and ranked the submissions received from qualified firms, and made recommendations. 4Leaf, Inc. was one of the firms that was awarded a three-year agreement.

During the Fiscal Years 2013-14 – 2014-15 budget process, your Board approved funding for a new Emergency Dispatch and Response Center.

On October 20, 2015, your Board awarded a Design-Build contract to McCarthy Building Company for building the Regional Operations Center (ROC).

**DISCUSSION:**

Construction of the new ROC building will begin in the Summer of 2016.

The County must have a special testing and inspection services consultant to provide materials testing and inspections. Because CTS has provided outstanding work on previous projects, the Department is recommending CTS be awarded this extension, so that it will be able to provide services for this project.

The County must also have an Inspector of Record (IOR) for the construction site, while construction is on-going. Because of 4Leaf, Inc.'s outstanding work on previous projects, the Department is recommending 4Leaf, Inc. be awarded this extension, so that it will be able to provide services for this project.

The Contracts Compliance Committee has approved extensions for these amendments.

The Department is also requesting that your Board authorize the Director of Public Works, or his designee, to execute amendment(s) to the agreement in an amount not to exceed \$25,000.

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

Approval of this action contributes 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 amended term of the Construction Testing Services agreement is September 1, 2013 through March 30, 2018. The amended term of the 4Leaf, Inc. agreement is July 1, 2014 through March 30, 2018. The new total not-to-exceed amount of the amended agreement with Construction Testing Services is \$201,826. The hourly rate for Construction Testing Services remains unchanged. The new total not-to-exceed amount of the amended agreement with 4Leaf, Inc., is \$628,520. The hourly rate for 4Leaf will increase up to 3%. The ROC project is included in the County's Five-Year Facilities Capital Plan. Total project costs for the Emergency Dispatch and Response project is estimated at \$37,500,000, which includes construction, permits, construction management, special inspections, testing and commissioning.

There is no impact to the General Fund.