

## **RESOLUTION NO. .**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**RESOLUTION AUTHORIZING AN AGREEMENT WITH CM PROS INC., FOR  
PROJECT MANAGEMENT SERVICES FOR THE ANIMAL SHELTER  
REPLACEMENT PROJECT, FOR THE TERM OF JANUARY 24, 2017 THROUGH  
JULY 31, 2019, IN AN AMOUNT NOT TO EXCEED \$1,589,600**

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**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, 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 The existing facility is obsolete and inadequate to meet current standards of animal care; and its level of deterioration is such that it is not viable to effect the necessary repairs and upgrades to the current facility; and

**WHEREAS**, to address the condition of the County's existing buildings, on February 15, 2013, this Board requested a list of capital improvement projects. The list was presented as the Five-Year Facilities Capital Projects Plan (Plan) to this Board on August 6, 2013. During the FY2013 - 15 Capital Plan Improvement Budget hearing, this Board approved funding for the Animal Shelter Replacement Project; and

**WHEREAS**, a consultant to assist Staff in the project management of the Animal Shelter Replacement Project will be required to coordinate project logistics, facilitate compliance elements and communications, provide document tracking, and provide assistance as needed for the planning, coordination, scheduling, and budgeting

of the project. Staff will manage the overall planning, coordination and control of the project; and

**WHEREAS**, this Board previously authorized a contract with Jtec HCM Inc. for Construction Management Consultant Services on July 12, 2016, of which, \$3,465 has been expended to date. Due to the inability of Jtec HCM Inc. to provide the services required, Staff will not continue to use their services and has terminated their agreement; and

**WHEREAS**, on October 26, 2016, a Project Management Services Request for Qualifications and Proposal (RFQP), including a scope of work and evaluation criteria, was issued for the Animal Shelter Replacement Project. Proposals were submitted by two firms: CM Pros Inc. and Critical Solutions. They were evaluated for firm qualifications, project team and relevant experience, professional costs, and compliance with County contract requirements; and

**WHEREAS**, proposals were received on December 5, 2016. CM Pros Inc. submitted qualifications and a proposal with the best overall value. Staff recommends a not-to-exceed time and material contract with CM Pros Inc. for project management services, in the amount of \$1,589,600; and

**WHEREAS**, this Board has approved the agreement as to both form and content and desires to enter into the agreement.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the President of the Board shall be and hereby authorized and directed to execute an agreement with CM Pros Inc., for the Animal Shelter Replacement Project for project

management services, in the amount of \$1,589,600, for and on behalf of the County of San Mateo, and the Clerk of the Board of Supervisors shall be and is hereby directed to attest the signature of the President of this Board of Supervisors to said written agreement.

**BE IT FURTHER RESOLVED** that the Director of the Project Development Unit, and/or his designee, is hereby authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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