



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** June 26, 2015  
**Board Meeting Date:** August 4, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise Rogers, Chief, Health System  
Stephen Kaplan, Director, Behavioral Health and Recovery Services

**Subject:** Agreement with Hammel, Green and Abrahamson, Inc. for Design Services

**RECOMMENDATION:**

Resolution authorizing an agreement with Hammel, Green and Abrahamson, Inc. for building design services for the term August 4, 2015 through August 31, 2016, in an amount not to exceed \$262,745.

**BACKGROUND:**

In 2014, Behavioral Health and Recovery Services (BHRS) began looking for a location to house its Behavioral Health Respite Center (BHRC). The BHRC is designed as an alternative to hospitalization and incarceration for adults experiencing acute psychiatric episodes. After an exhaustive search, BHRS decided to utilize an existing facility for the BHRC: the former child/youth receiving home located at 3701 Hacienda Street (Receiving Home), on the Health System's campus in San Mateo.

**DISCUSSION:**

Hammel, Green and Abrahamson, Inc. (HGA) will provide design services to renovate the two Receiving Home buildings, totaling approximately 6,000 square feet. The purpose of the renovation is to bring the buildings into conformity with current codes and accessibility requirements, as well as to refresh them inside and out.

In July 2014, BHRS contracted with HGA to provide a visual representation of the exterior refurbishing of the proposed facility, in order to help aid the development of a plan for facility construction.

In May 2013, the County's Public Works Department released a Request for Proposal (RFP) for "On Call" Architectural Consulting Services for Hospital Facilities and Clinics. Six agreements were awarded in September 2013 as a result of that RFP. This Contractor was one of them. Since Public Works will be involved in some or all of the

renovation that will take place, BHRS believes that the County's interests will be best served by using one of the architectural firms that was awarded an on-call contract through this RFP process. In particular, because HGA is familiar with the proposed BHRC project, that firm is best positioned to provide design services for the BHRC project in a timely and cost effective manner. County Counsel also has confirmed that, pursuant to the California Government Code, architectural services are "special services" which are exempt from State law competitive bidding requirements. Given these facts, we are requesting that your Board waive the RFP requirement for BHRC-related architectural services.

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.

The agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing respite housing and respite-related services to mentally-ill San Mateo County residents. BHRS provides a range of services to promote wellness and recovery, supporting consumers to remain in the lowest possible level of care. It is anticipated that the contractor will complete 100% of contract deliverables by August 31, 2016.

**PERFORMANCE MEASURE(S):**

Measure	FY 2014-15 Actual	FY 2015-16 Projected
Complete contract deliverables by August 31, 2016	N/A*	100%

\*This is a new agreement and there is no FY 2014-15 data.

**FISCAL IMPACT:**

The term of the agreement is August 4, 2015 through August 31, 2016. The amount of the agreement is not to exceed \$262,745. Funding will be 100% from Measure A. The funds for these services are included in the BHRS FY 2015-16 Recommended Budget. Similar arrangements will be in place for future budget years.