



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: May 27, 2014
Board Meeting Date: July 1, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: On-Call Construction Inspection Services for Public Works Projects

RECOMMENDATION:

Adopt a Resolution authorizing agreements with on-call Construction Inspection firms: Inspection Specialties, Construction Management Inspection, and 4 Leaf, Inc., to provide construction inspection services on various County construction projects on an as needed basis, for the term of July 1, 2014 through June 30, 2017, for an amount not to exceed \$300,000 per agreement.

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 service process has expedited numerous County projects over the years.

DISCUSSION:

Detailed construction inspections are an important part of the overall construction project record to document compliance with California Office of Statewide Health Planning and Development (OSHPD), California Building Code (CBC), and the California Office of State Fire Marshal (OSFM) requirements.

The Department conducted a Request for Qualifications (RFQ) process to select construction inspection firms. A selection committee comprised of departmental staff reviewed and ranked the submissions received from qualified firms, and made recommendations. The Department is recommending "on call" agreements with all three construction inspection firms.

The Department will issue individual Work Orders comprised of a scope of work and a not-to-exceed amount to the contractor. The not-to-exceed amount for the individual

Work Orders will vary; however, the cumulative sum of the Work Orders will not exceed the maximum amount of the Agreement. Any increase above the amount or term of the Agreement(s) would be submitted to your Board for approval.

The contractors have agreed to comply with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to, minimum insurance requirements, hold harmless clauses, and non-discrimination and equal benefits policies.

County Counsel has reviewed and approved the Resolution and Agreements as to form.

Approval of these Agreements contributes to the Shared Vision 2025 outcome of Collaborative Community by approaching construction and renovation projects in County facilities with fiscal concern and accountability.

FISCAL IMPACT:

The terms of these Agreements are from July 1, 2014 through June 30, 2017. The not to exceed amount for these Agreements is \$300,000 per agreement, or \$900,000 in aggregate. There is no impact to the General Fund as individual work orders will be funded through previously approved and appropriated projects.