



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 21-168

Board Meeting Date: 2/23/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Amendment to the Agreement with Ratcliff for "On-Call" Architect Professional Services for General Facilities

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Ratcliff for "on-call" architect professional services for general facilities, increasing the amount by \$210,000 for a new not-to-exceed amount of \$810,000, and extending the term of the agreement for two additional years, for a new end date of October 7, 2024.

BACKGROUND:

On October 22, 2019, this Board adopted Resolution No. 077031(e), which authorized the Department of Public Works (Department) to enter into an agreement with Ratcliff to provide "on-call" architect services for general facilities on various County facilities construction projects on an as needed basis in the amount of \$600,000 from October 8, 2019 through October 7, 2022. Over the last year, Ratcliff has started various Department projects at the San Mateo Medical Center (SMMC) and is currently needed to continue these projects at this location.

DISCUSSION:

The Department is requesting to increase the contract amount by \$210,000 and extend the term of the agreement for two additional years for a new end date of October 7, 2024

Amendment One to the agreement will allow the Department to continue to utilize the consultant as the architect of record on multiple projects. Currently, Ratcliff is the architect of record on the SMMC Sterile Processing Department Equipment Replacement/Upgrade Project and the SMMC Endoscopy Scope Washer Replacement Project. Both projects are underway.

Per the request of the Health executive teams associated with the projects, the projects have experienced unanticipated scope change requests which has required the need to execute additional tasks not originally planned. In addition to the above projects, the extension of the agreement term will allow Ratcliff to continue the tasks for the SMMC Integrated Behavioral Health Therapy Room

Redesign and the Replace Air Compressor/Centrifugal Fan projects to completion.

It is in the best interest of the County to continue to retain the services of Ratcliff through the duration of these Office of Statewide Health Planning and Development (OSHPD) projects.

The Contracts Compliance Committee has approved a two-year time extension for this agreement.

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

FISCAL IMPACT:

The amendment to the agreement will increase the not-to-exceed amount by \$210,000 to a new not-to-exceed amount of \$810,000 and extend the term to October 7, 2024. Funding for this amendment is included in the FY 2020-21 Approved Recommended Budget for the Capital Projects Budget Unit.