



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 21-303

Board Meeting Date: 4/20/2021

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Michael Callagy, County Manager  
Adam Ely, Project Development Director

**Subject:** Amendment 3 to Agreement with Edgar Lopez and Associates, LLC for On-Call General Consulting Services

### **RECOMMENDATION:**

Adopt a resolution authorizing the President of the Board of Supervisors to execute an amendment to the agreement with Edgar Lopez and Associates, LLC to continue to provide on-call general consulting services for County Capital Projects increasing the amount by \$120,000 for a not to exceed amount of \$315,000.

### **BACKGROUND:**

In January 2017, the Project Development Unit (PDU) was formed to manage ground up construction performed by the County. Multiple large capital projects are underway, and others are anticipated, requiring intensified operations for several years. To appropriately manage these critical and complex projects, PDU requires scalable support from specialized consultants, including project managers.

On March 1, 2020, PDU entered into an agreement with Edgar Lopez and Associates, LLC (ELA) to provide on-call general consulting services based on ELA's demonstration of competence and professional qualifications necessary for the performance of the services required at a fair and reasonable price. Since that time, ELA has successfully provided advice on design and technical decisions that will improve the performance of the County Office Building 3 project and has also provided input on constructability review to make sure the project meets the construction budget target. In addition, ELA provides valuable input in the planning phases of the New Navigation Center project. ELA assisted PDU staff in developing budgets and schedules for multiple planning scenarios based on previous experience in delivering multiple shelters in San Francisco.

### **DISCUSSION:**

ELA continues to provide high quality consulting services in support of the PDU mission and project success. ELA's services include design and constructability review, budget and schedule management, value engineering, facilitation of meetings, strategies to meet requirements from authorities having jurisdiction of various capital projects, project assessment, project team

assessment, review of internal controls and processes, construction change order evaluations, and other high-level public construction and administration consulting work. Mr. Lopez possesses qualifications that are not available or replicable elsewhere such as having previously been the City Architect for the City of San Francisco. In his capacity as City Architect in San Francisco, Mr. Lopez was responsible for directing the entitlement, design and construction of public projects valued in excess of \$5,000,000,000.

By executing the agreement, PDU will have the ability to continue to utilize the expertise of ELA that covers the full spectrum of a project including, but not limited to, owner representation, project and construction management, recommendations pertaining to preliminary studies and programming, California Environmental Quality Act process, due diligence, data gathering and analysis, design input and review, cost estimating, scheduling analysis, evaluation of work product, training, and enforcement of contract compliance.

Based on the positive performance of ELA and the administrative efficiencies promoted through continuing to source project management services through an existing agreement with ELA, PDU requests that this Board waive the RFP selection process for ELA's agreement finding that such a waiver is in the best interest of the County. ELA has agreed to comply with the County's standard contract provisions.

The resolution contains the County's standard provisions allowing amendment of County fiscal obligations by a maximum of \$25,000 (in aggregate).

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

**FISCAL IMPACT:**

The amended not to exceed amount for the agreement will be \$315,000 in aggregate. The cost of the contract will be funded by the budgets for the individual projects to which the consultant is assigned. There is no impact to Net County Cost.