



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 21-635

Board Meeting Date: 8/3/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Manager
Adam Ely, Project Development Unit Director
Subject: Amendment to the Agreement with 4LEAF, Inc.

RECOMMENDATION:

Adopt a resolution authorizing the President of the Board to execute an amendment to the on-call agreement with 4LEAF, Inc. to increase the contract amount by \$600,000 for a revised total amount not to exceed \$3,350,000.

BACKGROUND:

The Project Development Unit (PDU) is currently overseeing multiple large capital projects which require substantial support from specialized consultants, including inspection and plan review consultants. In 2017, following a request for qualifications and proposals process, this Board approved an agreement with 4LEAF, Inc. (4LEAF). Through subsequent Board authorized amendments, the agreement term was extended to October 2022 and the not-to-exceed amount increased to \$2,750,000.

DISCUSSION:

4LEAF has been utilized on all PDU projects including the Cordilleras Mental Health Facility, San Mateo Medical Center, and the Redwood City Government Center. Work orders have been issued totaling \$2,679,075. Multiple work orders are still underway and anticipated.

By executing the amendment to the agreement, PDU will have the ability to utilize 4LEAF's expertise in completing certain tasks associated with inspection, plan review, and RFI services including review and comment on plans, specifications, submittals, requests for information, and other pertinent contract documents for code compliance in conformance to the California Building Code, and all other building code and regulatory requirements associated with the various Authorities Having Jurisdiction for each project. This scope includes but is not limited to architectural, structural, mechanical, electrical, plumbing, Title 24, accessibility, fire life safety, and civil review.

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

FISCAL IMPACT:

All costs related to this proposed Amendment are included in Project Budgets approved by this Board, and for which appropriations are included in the County's adopted budget.