



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 21-637

Board Meeting Date: 8/3/2021

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

**To:** Honorable Board of Supervisors  
**From:** Michael P. Callagy, County Manager  
**Subject:** Design-Build Agreement with Drake Construction, LLC

**RECOMMENDATION:**

Adopt a resolution authorizing and directing the County Manager to enter into an agreement with Drake Construction, LLC for design-build construction services to improve inmate and staff safety against COVID-19 at the Maguire Correctional Facility, for the term of August 3, 2021 through June 30, 2022, for an amount not to exceed \$1,005,000 and authorizing the County Manager, or designee, to prepare and execute the agreement.

**BACKGROUND:**

On February 23, 2021, the Board of Supervisors approved a resolution delegating authority to the County Manager to execute a Coronavirus Emergency Supplemental Funding (CESF) grant agreement funded by the U.S. Department of Justice, Bureau of Justice Assistance and administered by the Board of State and Community Corrections (BSCC). These BSCC grants are to fund measures that prevent, prepare for, and respond to COVID-19. Allowable project elements include, but are not limited to, addressing the medical needs of jail inmates; purchasing equipment, such as medical personal protective equipment and supplies; program staffing; training; and construction services to allow for social distancing.

The County has received BSCC grant funding and, on June 23, 2021, Correctional Health Services (CHS), working in conjunction with the Sheriff's Office, issued a Request for Qualifications (RFQ) to identify qualified contractors to design and build the COVID-19 mitigation improvements in the health and detention setting at Maguire Correctional Facility. Drake Construction, LLC was the sole respondent in this RFQ process and staff has determined that Drake Construction LLC possesses the requisite skill and experience to be qualified to provide the required design and construction services.

**DISCUSSION:**

The Sheriff's Office Corrections Division operates Maguire Correctional Facility (Maguire), which serves as a point of entry to the corrections facility system, with 50-70 people moving through the

facility daily. CHS has been working diligently since the beginning of the pandemic to prevent and respond to COVID-19 within the County's correctional facilities. CHS public health interventions include, but are not limited to, thorough COVID-19 testing of inmates and staff, quarantining COVID-19 positive inmates, and daily symptom questionnaire signoff and temperature checks for staff.

Because of these thorough strategies, CHS has been able to keep case numbers low. The BSCC grant provides the County with an opportunity to build on CHS' efforts by reconfiguring rooms for physical distancing in the Maguire intake area, including adding COVID-19 testing stations, realigning medical interview rooms, increasing distance or adding partitions in smaller spaces, and improving air quality. These improvements will allow staff to shorten processing times, thereby reducing potential COVID-19 exposure. Since Maguire is the entry point for both County adult correctional facilities, this renovation will positively impact the County's entire correctional system.

Pursuant to the terms of the BSCC grant, all funds must be expended by January 1, 2022 and, therefore, time is of the essence. County staff continues to work with Drake Construction to finalize the terms of the design-build agreement. Given the significant amount of time that will pass before the next Board meeting, we request that the Board delegate to the County Manager authority, working in coordination with the County Counsel, to complete these negotiations, and to enter into an agreement with Drake Construction, for and on behalf of the County, for these design-build services.

County Counsel has reviewed the resolution as to form.

It is anticipated that 100% of project deliverables will be completed on time.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2021-22 Estimated</b>
Percent of project deliverables will be completed on time	100%

**FISCAL IMPACT:**

The total obligation is an amount not to exceed \$1,005,000. The BSCC grant is funding \$924,300 of the total, and \$80,700 of County reserves are allocated to the agreement as a contingency to cover potential additional project costs. Budgetary appropriation for this agreement will be included in the FY 2021-22 Recommended Budget September Revision. Increase in Net County Cost up to \$80,700 could occur, but only in the event that expenditure of contingency funds becomes necessary.