



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 23-973

Board Meeting Date: 12/5/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ann M. Stillman, Director of Public Works

Subject: Amendment No. 3 to the Agreement with Benchmark Inspection, LLC for several San Mateo Medical Center Projects

RECOMMENDATION:

Adopt a resolution authorizing Amendment No. 3 to the Agreement with Benchmark Inspection, LLC for inspector of record services, extending the term of the agreement through June 30, 2025 and increasing the amount by \$100,000, for a new not-to-exceed amount of \$625,000.

BACKGROUND:

On January 8, 2019, this Board adopted Resolution No. 076368(d), authorizing an Agreement with Benchmark Inspection, LLC for on-call Inspector of Record services on an as-needed basis to assist with numerous Department of Public Works (Department) managed Capital Projects. The Agreement term was from January 9, 2019 through January 8, 2022 in a not-to-exceed amount of \$500,000.

On December 23, 2021, the Director of Public Works authorized Amendment No. 1 extending the term of the agreement through January 8, 2024.

On July 25, 2023, the Director of Public Works authorized Amendment No. 2 increasing the original agreement amount of \$500,000 by \$25,000 for a new not to exceed amount of \$525,000.

DISCUSSION:

Amendment No. 3 increases the not-to-exceed amount of the agreement by \$100,000 for the necessary and ongoing Inspector of Record services during the construction and through completion of several San Mateo Medical Center (SMMC) Projects. These projects include the following: Fire Alarm System Upgrade, Prevent Self Harm & Ligature, New Electric Humidifier, Pharmacy Carousel, Automated Dispensing Cabinets, and Respiratory Office New Location.

The projects have made significant progress and the consultant has been working closely with the Department to address any issues that arise during construction and mitigate any delays. As the current Inspector of Record, Benchmark Inspection, LLC has been involved with providing inspection services and direction to the Contractor for any non-compliant work and subsequent coordination and

communication with the California Department of Health Care Access and Information (HCAI) for all project inspection related tasks to ensure compliance with the approved plans and allow for notice of substantial compliance as required by HCAI to close out the projects.

It is in the best interest of the County to amend Benchmark Inspection, LLC's current agreement to provide ongoing Inspector of Record services for the current SMMC projects through completion.

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

FISCAL IMPACT:

Amendment No. 3 will increase the not-to-exceed amount of the agreement by \$100,000 for a new not-to-exceed amount of \$625,000 and extend the term of the Agreement through June 30, 2025. Funding for this Amendment has been included in each project's budget in the FY 2023-2025 Capital Projects Budget.

There is no impact to the General Fund.