



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY EXECUTIVE

**File #:** 24-500

Board Meeting Date: 6/25/2024

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

**To:** Honorable Board of Supervisors  
**From:** Michael P. Callagy, County Executive  
Sam Lin, Project Development Unit Interim Director  
**Subject:** Amendment to the Agreement with Mobile Modular

### **RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute an amendment to the agreement with Mobile Modular to provide office space and restrooms for the San Mateo Medical Center Renovation Project, accepting an increase in monthly rental fees in the amount of \$179.60; and
- B) The Interim Director of the Project Development Unit or designee to execute subsequent change orders that modify the terms and conditions of the agreement for an additional amount not to exceed \$25,000 in aggregate.

### **BACKGROUND:**

Work at the San Mateo Medical Center Renovation Project (SMMC) began in November 2018 which displaced staff from the Department of Public Works (DPW), who require local replacement space providing 960 square feet of office space for the DPW staff as well as, a separate trailer with restroom facilities.

The Project Development Unit (PDU) received pricing from Mobile Modular and Modern Building for all trailers and received separate pricing proposals from Design Space and Williams Scotsman. On July 16, 2018, Mobile Modular provided the best overall pricing for the space and needs; therefore, an agreement with Mobile Modular was approved.

### **DISCUSSION:**

Following expiration of the initial lease term of 36 months, the modular trailers and the terms and conditions of the agreement were extended on a month-to-month basis until the completion of the project and the modular units are returned to the contractor.

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

**EQUITY IMPACT**

The County of San Mateo is dedicated to ensuring equitable access to quality working environments for all County employees while fostering a diverse, inclusive, and safe workplace.

**FISCAL IMPACT:**

The requested monthly rate increase to the Mobile Modular agreement is a reimbursable cost to the San Mateo Medical Center. There is no impact to the General Fund.