



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 16-760

Board Meeting Date: 11/21/2017

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Debbie Bazan, Director of Project Development Unit
Subject: County Parking Structure Architect and Engineering Agreements

RECOMMENDATION:

Adopt a resolution authorizing the Director of the Project Development Unit or his/her designee to:

- A) Enter into an agreement for architectural and engineering professional services with Watry Design, Inc. in an amount not to exceed \$1,626,350; and
- B) Execute change orders to the architectural and engineering professional services agreement with Watry Design, Inc. up to an aggregate amount not to exceed 10 percent of the agreement value.

BACKGROUND:

In January 2017, the County Manager's Project Development Unit (PDU) was formed to oversee and manage all ground up construction performed by the County of San Mateo. In March of 2017, your Board held a Study Session to consider the recommendations for capital improvements made in the Feasibility Studies and Master Plans to address the County's use of lease space, aging facilities, OSHPD compliance work, public accessibility and navigation, parking, environmental standards, and efficiency of employee work spaces. Direction was given to the County Manager and the PDU to move forward with the recommended capital improvements at the conclusion of the Study Session. The new approved and on-going Capital Projects total approximately \$500 million and are being managed by the PDU.

Among the anticipated capital projects is a new County parking structure to be located at County Center. It is currently anticipated that the parking structure will contain between 850 and 1200 parking stalls, the precise number to be determined during final program refinement.

DISCUSSION:

On April 21, 2017, the PDU published a Request for Statements of Qualifications for Architectural and Engineering firms for the design of the new County Parking Structure. In response to the request, on May 19, 2017, 5 firms submitted their qualifications. A screening committee comprised of members

of the PDU reviewed the proposals and qualified each firm to submit proposals.

On June 9, 2017, the County issued its Request for Proposals (RFP) to the 5 pre-qualified firms. Each firm timely submitted proposals and were invited to and participated in interviews before the selection committee, which was comprised of members of the PDU. After thoroughly reviewing and considering the proposals and presentations, Watry Design was selected by the committee for the project.

Through this resolution, PDU requests authority to enter into an Agreement with Watry Design for architectural and engineering services for the new parking structure in an amount not to exceed \$1,626,350 and authority to execute change orders in an amount not to exceed 10 percent of the contract.

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

Approval of these actions will contribute to the Shared Vision 2025 outcome of Collaborative and Safe Community by advancing this project that will provide regional benefits to San Mateo County residents.

FISCAL IMPACT:

Funding for this agreement is included in the project budget for the new County Parking Structure.