



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 16-763

Board Meeting Date: 11/21/2017

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Deborah Bazan, Director of the Project Development Unit
Subject: Taylor Design Agreement

RECOMMENDATION:

Adopt a resolution authorizing the Director of the Project Development Unit or his/her designee to execute an amendment to the agreement with Taylor Design extending term of the contract by 1 year for a new expiration date of August 4, 2018.

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.

DISCUSSION:

On August 6, 2013, your Board approved a \$300,000 agreement with Taylor Design for architectural consulting services. On July 26, 2016, your Board approved an amendment extending the agreement by one year and increasing the not-to-exceed amount to \$600,000. Taylor Design has previously been utilized for architectural consulting services on the San Mateo Medical Center Campus OSHPD compliance project. By extending the agreement's expiration date to August 4, 2018, the PDU can continue utilizing the consultant's expertise on a number of ongoing and anticipated tasks related to County capital projects.

A significant number of large capital projects are underway and the need for additional professional services in architectural consulting is anticipated as the PDU projects continue to evolve.

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

Approval of the “on-call” Architectural Consulting Services agreement with Taylor Design contributes to the Shared Vision 2025 outcome of Collaborative Community by reducing the cost and time required to execute major construction projects.

FISCAL IMPACT:

The full agreement amount has been included in the FY 17-19 and project budgets.