



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 18-148

Board Meeting Date: 2/27/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Deborah Bazan, Director of Project Development Unit
Subject: Amendment to the VRVC, LLC agreement for continued services related to the Project Development Unit construction projects

RECOMMENDATION:

Adopt a resolution authorizing the Director of the Project Development Unit or his/her designee to execute an amendment to the agreement with VRVC, LLC to provide project management services and support as needed, increasing the agreement by \$600,000 for a new not-to-exceed amount of \$699,999.

BACKGROUND:

In January 2017, the County Manager's Office Project Development Unit (PDU) was formed to oversee and manage all ground up construction performed by the County of San Mateo. The PDU's core group includes a Director, a Manager, two Management Analysts, a Senior Accountant, and two Project Managers. It was determined that the best method to supplement this core group is to add experienced contract Project Managers and on call Construction Managers. It is anticipated that the PDU will be ramping up for a period of four to five years managing these projects, however must remain scalable while additional studies and plans are made to determine the next phase of projects to be managed by this unit.

In March of 2017, your Board held a Study Session to consider the recommendations made in the Feasibility Studies and Master Plans that reviewed 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 Project Development Unit to move forward with these recommendations. These new approved and on-going Capital projects total approximately \$500 million are managed by the PDU.

DISCUSSION:

VRVC, LLC has worked with the County of San Mateo since April 17, 2017 when they were contracted to provide constructability review using three dimensional imaging and project management support to various PDU projects. VRVC, LLC has most recently provided a very high level of service in project management support for the Regional Operations Center (ROC).

Approval of this amendment to this agreement with VRVC, LLC by your Board will allow continued critical constructability review, in-depth change order review, pay application construction documentation review, construction contract compliance, and project management support services.

This resolution has been reviewed and approved by County Counsel.

Executing the VRVC, LLC amendment contributes to the Shared Vision 2025 outcome of Collaborative Community by reducing the cost and time required to complete major County construction projects.

FISCAL IMPACT:

The terms of these Agreements will be for three years, from April 17, 2017 through April 16, 2020. The not to exceed amount is \$699,999. The cost of the contract will be funded by the budgets for the individual projects to which the consultant is assigned.