



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 18-869

Board Meeting Date: 9/25/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Deborah Bazan, Director of The Project Development Unit
Subject: On-Call Building Commissioning Consulting Services Agreement

RECOMMENDATION:

Adopt a resolution authorizing the Project Development Unit Director or designee to execute on-call agreements with Arup North America Ltd., CBRE Heery Inc., Enovity, Inc., Integral Group, Inc., Interface Engineering, Inc., Kitchell/CEM Inc., Salas O'Brien, sōtk, and WSP USA Buildings Inc. to provide Building Commissioning Consulting for County projects in an amount not to exceed \$600,000 per agreement for an aggregate not to exceed amount of \$5,400,000.

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:

Multiple large County capital projects are underway which will require intensified PDU operations for approximately five years. The PDU requires the support of several specialized construction consultants, including commissioning consultants.

On July 30, 2018, the PDU issued an RFP to solicit qualified firms to provide commissioning consulting services. A selection committee comprised of departmental staff reviewed and ranked the submissions received from qualified firms, conducted background and reference checks, and made recommendations to enter into agreements with the selected firms.

By executing these on-call agreements, PDU will have available all manner of commissioning services including but not limited to, commissioning during construction and/or renovation related to heating, plumbing, electrical, lighting, renewables, landscape, irrigation, water reuse, and security. The PDU will issue individual Work Orders defining the project scope of work and not-to-exceed amount. The cumulative sum of Work Orders will not exceed the maximum amount of the agreement.

The consultants have agreed to comply with the County's Contractor Employee Jury Service Ordinance, as well as all other required contract provisions, including but not limited to, minimum insurance requirements, hold harmless clauses, and non-discrimination and equal benefits policies.

County Counsel has reviewed and approved the accompanying Resolution as to form.

Executing the "on-call" Commissioning Consulting Services agreements 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 not-to-exceed amount for these agreements is \$600,000 per agreement or \$5,400,000 in aggregate. The cost of these contracts will be funded by the budgets for the individual projects to which the consultant is assigned.