



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 19-042

Board Meeting Date: 1/8/2019

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

**To:** Honorable Board of Supervisors  
**From:** James C. Porter, Director of Public Works  
**Subject:** Amendment to Agreement with PHd Architects

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the on-call architectural agreement with PHd Architects, extending the term from November 16, 2018 to December 31, 2019.

**BACKGROUND:**

On November 17, 2015, your Board adopted Resolution 074210, which allowed the Department of Public Works (Department) to enter into an agreement with PHd Architects in the amount of \$500,000 to provide on-call architectural professional services for hospital and clinic facilities, as well as general facilities.

PHd Architects has worked on various Department projects and is currently the architect of record for several projects at the San Mateo Medical Center (SMMC); SMMC Eye Wash, SMMC Sterilizing Shelving Project, 3AB Psychiatric Restroom Improvements and SMMC Digital Radiology and Fluoroscopy projects through its completion.

**DISCUSSION:**

While the Department continues with its RFP process for new on-call architectural consulting services in the upcoming months, it is necessary for PHd Architects, as architect of record, to continue providing their services on the existing on-going projects. The performance of this firm, to date, has been invaluable in ensuring quality planning, design, and construction of County facilities. The extension of the term will provide the necessary time needed to complete the procurement process without jeopardizing the schedule of existing projects.

County Counsel has reviewed and approved the resolution and amendments as to form. The Contract Compliance Committee has approved the additional contract term.

Approval of this amendment contributes to the Shared Vision 2025 outcome of a Collaborative Community by approaching construction and renovation projects in County facilities with fiscal

concern and accountability.

**FISCAL IMPACT:**

Funding for this agreement is included in the Adopted Capital Projects Budget for Fiscal Year 2018-19. There is no additional impact to the General Fund.