



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 19-295

Board Meeting Date: 4/9/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Michael Callagy, County Manager

Subject: Amendment to the VRVC, LLC Agreement for Continued Services Related to PDU 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 and administrative support for the Project Development Unit as needed, for the term of April 17, 2017 through April 16, 2020, increasing the amount by \$500,000, for a new not to exceed amount of \$1,199,000.

BACKGROUND:

In January 2017, the County Manager's Project Development Unit (PDU) was formed to oversee and manage all ground up construction undertaken by the County of San Mateo. Multiple large County capital projects are underway which will require intensified PDU operations for several years. The PDU requires substantial support from specialized consultants to appropriately manage these critical and complex projects.

On April 17, 2017, the PDU entered into an agreement with VRVC, LLC to provide project management support services based on VRVC's demonstration of competence and professional qualifications necessary for the performance of the services required at a fair and reasonable price.

Since that time, VRVC has successfully provided project management services in support of all PDU projects and continues to provide high quality consulting services in support of PDU's mission and project success.

On February 27, 2018, this Board approved Resolution #075732 which authorized the PDU Director to execute Amendment 01 which increased the value of VRVC's agreement, and the PDU subsequently approved a no-cost Amendment 02 which provided additional detail and an expanded scope of services, to include substantial project controls scope to be performed by VRVC in their work with the PDU.

This proposed Amendment 03 further increases VRVC's agreement amount and expands the scope of services to accommodate additional responsibilities which were required by PDU leadership.

DISCUSSION:

This amendment increases the agreement amount by \$500,000 to a total of \$1,199,000 to enable VRVC to continue providing high quality project management and administrative services for the PDU for the term of April 17, 2017 through April 16, 2020.

VRVC's services have provided great benefits to the County including direct project management services, enhancing project management best-practices, implementing improved program controls systems to track PDU's projects, providing creative Virtual Reality modeling services to help stakeholders and Supervisors visualize improvements that are being designed and constructed, and increasing the level of support and engagement between the PDU and stakeholder groups for all projects.

The additional scope of work includes, but is not limited to: Board approval memoranda and draft resolutions, coordination with county counsel, and other administrative tasks as directed by the PDU leadership team.

Additionally, VRVC will continue to provide all manner of Project Management including owner representation, project and construction management, preliminary studies and programming, California Environmental Quality Act compliance, due diligence, data gathering and analysis, design input and review, scheduling analysis, evaluation of work product, change order review, contract compliance, drone photography/videography, video production, VR rendering and presentation, and other tasks as directed by PDU leadership.

Based on the positive performance of VRVC, the administrative efficiencies promoted through continuing to source project management, project controls, and other identified services through an existing agreement with VRVC, PDU requests that the Board waive the RFP selection process for VRVC's agreement finding that such a waiver is in the best interest of the County. VRVC has agreed to comply with the County's standard contract provisions.

Approval of this amendment to this agreement with VRVC by this Board will provide for continued project management support services which contributes to the Shared Vision 2025 outcomes of Innovative and Collaborative Community by fostering a greater level of community stakeholder collaboration related to the project and providing leading edge construction technology solutions for the review and tracking of new County construction projects.

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

FISCAL IMPACT:

The value of the amendment is \$500,000. Sufficient appropriations are included in PDU project budgets allocated by the FY 2018-19 Adopted Budget to accommodate ongoing costs, and appropriate amounts will be included in the FY 2019-21 Recommended Budget.