



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 19-296

Board Meeting Date: 4/9/2019

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

**To:** Honorable Board of Supervisors

**From:** Michael Callagy, County Manager

**Subject:** Amendment to the Design Build Development Group, Inc. 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 Design Build Development Group, Inc. to provide project management support for the Project Development Unit as needed, for the term of January 1, 2019 through December 31, 2021, increasing the amount by \$600,000 for a new not to exceed amount of \$699,000.

### **BACKGROUND:**

In January 2017, the County Manger'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 January 1, 2019, the PDU entered into an Agreement with Design Build Development Group, Inc. (DBDG) to provide project management support services based on DBDG's demonstration of competence and professional qualifications necessary for the performance of the services required at a fair and reasonable price.

Since that time, DBDG has successfully provided project management services in support of the South San Francisco (SSF) Health Campus project and continues to provide high quality consulting services in support of PDU's mission and project success.

### **DISCUSSION:**

This amendment increases the agreement amount by \$600,000 to a total of \$699,000 to enable DBDG to continue providing high quality project management services for the PDU for the term of January 1, 2019 through December 31, 2021. DBDG's involvement in the SSF Health Campus has provided a great benefit to the County, has increased the level of support and engagement between

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the PDU and stakeholder groups for the project, and resulted in continued success of pre-construction project activities.

DBDG 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, and contract compliance.

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

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

Approval of this amendment to this agreement with DBDG by this Board will provide for continued project management support services which contributes to the Shared Vision 2025 outcomes of Collaborative Community by fostering a greater level of community stakeholder collaboration related to the project.

**FISCAL IMPACT:**

The value of the amendment is \$600,000. 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.