



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 19-401

Board Meeting Date: 5/14/2019

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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 Agreement with GHD, Inc. for Geotechnical Engineering Services

**RECOMMENDATION:**

Adopt a resolution authorizing the Director of the Project Development Unit or his/her designee to execute:

- A) Amendments to the agreement with GHD, Inc. modifying the contract term and services and increasing the County's maximum fiscal obligation by \$89,500; and
- B) Additional contract amendments that will increase the County's maximum fiscal obligation by no more than an additional \$25,000 in aggregate and/or modify the contract term and/or services so long as it does not cause the total for services to exceed the current or revised fiscal provisions.

**BACKGROUND:**

In March 2017, this Board authorized the San Mateo County Health Campus Project which includes renovation of the hospital nursing wing, demolition and replacement of the administration building, and other improvements. The approved project budget is currently \$120 million, and construction commenced in December 2018.

**DISCUSSION:**

On April 16, 2018 the Project Development Unit (PDU) entered into Agreement 84700-18-D022 with GHD, Inc. to provide a geotechnical engineering report for San Mateo Health Campus Upgrade Project for an amount of \$21,800. On August 2, 2018, the PDU approved Amendment One which increased the value by \$18,500 to a total of \$40,300, modified the scope of work, and extended the completion date from September 30, 2018 to July 31, 2019.

GHD, Inc. is the Geotechnical Engineer of Record for the San Mateo Health Campus Upgrade Project. Having completed the geotechnical engineering report, the project now requires Geotechnical Engineer of Record services for the submittal reviews, RFI responses, geotechnical

observation of earthwork being performed, and other related geotechnical consulting and engineering services.

The PDU requests that this Board authorize the proposed Amendment Two to the GHD, Inc. Agreement 84700-18-D022 to provide an additional \$89,500 to the Agreement, modify the scope of work to include geotechnical observation and related geotechnical engineering consulting and engineering services, and extend the completion date to December 31, 2021 when grading and earthwork from the final phase is anticipated to be completed.

Because construction projects are subject to unforeseen impacts, and to ensure PDU is authorized to approve such changes in the scope of work should they occur, PDU requests an additional authorization for future amendments up to a maximum aggregate value of \$25,000.

The County selected GHD, Inc. following submission of a proposal in response to an informal Request for Proposals (RFP). GHD, Inc. has competed and been awarded agreements two separate times by PDU through informal RFP procedures.

To ensure the project is being constructed per the geotechnical report recommendations, the Geotechnical Engineer of Record has been selected to perform review of project submittals, answer any Request for Information (RFI)s and perform all geotechnical observations. PDU requests that this Board waive any further RFP process and enter into an amendment with GHD, Inc.

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

Approval of these actions will contribute to the Shared Vision 2025 outcome of Collaborative and Safe Community by advancing this project that will provide regional benefits to San Mateo County residents.

**FISCAL IMPACT:**

The value of the amendment is \$89,500, with an additional allowance for PDU authorized future changes not to exceed \$25,000. 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.