



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 19-716

Board Meeting Date: 7/9/2019

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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:** On-Call Cost Management and Construction Estimating Services

**RECOMMENDATION:**

Adopt a resolution authorizing agreements with Cumming Corporation, Hill International, Inc., and O'Conner Construction Management for \$200,000 per agreement to provide on-call cost management and construction estimating services, for the term of July 9, 2019 through July 8, 2022, for a total maximum aggregate amount of \$600,000.

**BACKGROUND:**

The Department of Public Works (Department) regularly maintains a number of agreements with various firms to provide cost management and construction estimating services on an "as needed" basis. The on-call cost management and construction estimating services have expedited numerous Department projects over the years.

**DISCUSSION:**

The Department is anticipating a significant number of facilities related projects will be undertaken within the next three years. The Department does not have in-house cost management and construction estimating services expertise and relies on outside firms to provide this service.

A Request for Proposals (RFP) process was used to select preferred consultants. A selection committee comprised of Department staff reviewed and ranked the submissions received from seven qualified firms. The Department is recommending that your Board authorize on-call agreements with three such firms based on the strength of their proposal and reference checks.

By executing the agreements, the Department will have the ability to utilize the consultants' expertise in completing certain tasks associated with cost management and construction estimating services. The work of the cost management and construction estimating services may include, but will not be limited to, project budget verification, design phases estimates, construction cost analysis, change order analysis and claim assistance.

The Department will issue individual Task Orders that outline the scope of work and a not-to-exceed amount to each consultant. The not-to-exceed amount for the individual Task Orders will vary; however, the cumulative sum of the Task Orders will not exceed the maximum amount of the agreements. Any increase above the amount or term of the Agreement would be submitted to your Board for approval.

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

Approval of the “on-call” cost management and construction estimating services contributes to the Shared Vision 2025 outcome of Collaborative Community by reducing the cost and time required to execute major construction and renovation projects in County facilities.

**FISCAL IMPACT:**

The maximum aggregate amount for the agreement is \$600,000 for the term of July 9, 2019 through July 8, 2022. Funding for this agreement is included in the FY 2019-20 and FY 2020-21 Adopted Capital Program Budget. There is no additional impact to the General Fund.

ATTACHMENTS: RFP Matrix