



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 19-795

Board Meeting Date: 8/6/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Adam Ely, Director of the Project Development Unit
Subject: Chris Flatmoe Agreement

RECOMMENDATION:

Adopt a resolution authorizing the Director of the Project Development Unit or designee to execute an agreement with Chris Flatmoe to provide Information Technology Project Management services for a term of 3 years and a not-to-exceed amount of \$300,000.

BACKGROUND:

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

DISCUSSION:

Mr. Flatmoe has a broad variety of experience in IT to include project management and strategy development. Mr. Flatmoe served as the County of San Mateo Chief Information Officer and Director of the Information Services Department for 5 years advancing IT for the County and its residents. Subsequently, Mr. Flatmoe served as the IT manager for the Sheriff's Office. During his tenure, Mr. Flatmoe coordinated all IT related activities during construction of the Maple Street Correctional Center. As IT Manager for the PDU, Mr. Flatmoe will provide IT leadership and coordination services for current and future PDU capital projects. Mr. Flatmoe will ensure effective communication and coordination between County departments and vendor partners on IT related tasks associated with PDU managed capital projects.

Mr. Flatmoe previously entered into a contract with the PDU for a not to exceed amount of \$35,000, which would be superseded by the current agreement.

Based on the positive performance of Mr. Flatmoe on past County projects, his unique knowledge and experience with County technology, processes, and needs, his ability to provide leadership and coordination services for County capital projects, and the critical importance of having a well-qualified

and knowledgeable IT project consultant, PDU requests that this Board waive the RFP selection process finding that such a waiver is in the best interest of the County. Mr. Flatmoe has agreed to comply with the County's standard contract provisions.

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

Approval of these actions will contribute to the Shared Vision 2025 outcome of a Collaborative and Safe Community by advancing major County capital projects and environmental initiatives and practices.

FISCAL IMPACT:

The value of the contract is \$300,000. Appropriations for this agreement were included in the FY 2019-21 Recommended Budget. There is no additional Net County Cost.