



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER

File #: 19-796

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: Amendment to On-Call Project Inspection Services Agreement with 4 Leaf, Inc.

RECOMMENDATION:

Adopt a resolution authorizing the Director of the Project Development Unit or designee to execute an amendment to the on-call agreement with 4Leaf, Inc. to clarify scope of work and increase the contract amount by \$1,650,000 for a revised total amount not to exceed \$2,250,000.

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 PDU operations for several years. The PDU requires substantial support from specialized consultants, including project inspection and plan review consultants, to appropriately manage these critical and complex projects. Project inspectors provide quality assurance services and verify code compliance and quality workmanship for construction activities. Plan review consultants assist in identifying code compliance items for accessibility, fire life safety, and other critical building code items.

DISCUSSION:

Following a Request for Proposals (RFP), the County selected 4Leaf as a provider of on-call project inspection consulting services. On October 17, 2017, this Board authorized an agreement with 4Leaf in an amount not-to-exceed \$600,000. 4Leaf has been providing services on all active PDU projects, including the ROC, Animal Shelter, Skylonda Fire Station, Cordilleras, COB3, Parking Structure 2, San Mateo Medical Center, South SF Health System Campus, and others.

This amendment will cover the cost of ongoing and anticipated work for the County's current capital projects including, but not limited to the projects listed above, in addition to work at the Lathrop House, Adobe Sanchez, Coroner's Suite, and the Homeless Shelter.

4Leaf has proven to be an invaluable partner for the PDU's project management efforts, both in terms of attention to detail and quality assurance, as well as establishing positive relationships with County Building Department that have helped expedite plan check reviews and coordinate solutions to

building code issues identified during plan check.

Based on the positive performance of 4Leaf, the ongoing work underway, strong working relationships, the importance of having a reliable and responsive inspection consultant, and 4Leaf's initial selection pursuant to competitive RFP, it is in the best interest of the County of San Mateo to continue working with 4Leaf and to waive any further RFP.

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

Approval of the proposed Amendment to this On Call Agreement for Project Inspection Services with 4 Leaf, Inc. contributes to the Shared Vision 2025 outcome of Collaborative Community by enhancing the accuracy, quality, and workmanship of the County's major construction projects.

FISCAL IMPACT:

The value of the amendment is \$1,650,000. There is no new fiscal impact, as sufficient appropriations were included in the FY 2019-21 Recommended Budget.