



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 19-1315

Board Meeting Date: 1/28/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Amendment to the Agreement with Arsenio Ortega for “On-Call” Electrical Engineering Services

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Arsenio Ortega for “on-call” Electrical Engineering Services, increasing the amount by \$300,000 for a new not-to-exceed amount of \$600,000, and extending the term for three additional years to February 28, 2023.

BACKGROUND:

On May 16, 2017, your Board adopted Resolution No. 075200, which authorized the Department of Public Works to enter into an agreement with Arsenio Ortega to provide “on-call” electrical engineering services on various County facilities’ construction projects on an as-needed basis in the amount of \$300,000 for a term of three years from March 1, 2017 through February 29, 2020. Over the past three years, this firm has worked on various Public Works projects, and is currently the Engineer of Record on the following projects: Elections Registration Generator Replacement, Children’s Receiving Home Emergency Generator, Canyon Oaks Youth Center-Residential Chart Room, and San Mateo Medical Center (SMMC) Upgrade Fire Alarm System.

DISCUSSION:

The Department of Public Works plans on releasing a Request for Proposals (RFP) for new on-call electrical engineering services within the next several months. It is necessary that Arsenio Ortega will continue providing their services on the existing and on-going projects mentioned above as the Engineer of Record.

By extending the agreement’s expiration date to February 28, 2023, and increasing the dollar amount of the contract, the Department can continue utilizing the consultant’s expertise to execute the tasks associated with accomplishing and completing project timelines, construction schedule estimates, submittal approvals, construction administration, and project closeout documents. The performance of this firm, to date, has been invaluable in ensuring quality planning, design, and construction of

facilities in the best interest of the County. Continuing with this consultant also allows the projects to continue moving forward without a delay in the process or a need to reevaluate projects' status.

The Contracts Compliance Committee has approved the three-year time extension for this agreement.

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

FISCAL IMPACT:

The amendment will increase the not-to-exceed amount by \$300,000 to \$600,000 and extend the term to February 28, 2023. Funding for this amendment has been included in the Department's Fiscal Year 2019-20 Adopted Budget. There is no additional impact to the General Fund.