



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 20-290

Board Meeting Date: 5/5/2020

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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:** Fire Watch Service Agreement for San Mateo Medical Center, Fire Alarm Upgrade Project (Project PF308)

**RECOMMENDATION:**

Adopt a resolution:

- A) Waiving the Request for Proposal process; and
- B) Authorizing the President of the Board of Supervisors to enter into an agreement with Universal Protection Service, LP for fire watch services at the San Mateo Medical Center in the amount not to exceed \$184,001 for the term of May 5, 2020 to June 30, 2021; and
- C) Authorizing the Director of Public Works, or his designee, to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000, and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

**BACKGROUND:**

On February 1, 2016 your Board approved Resolution 074343 authorizing the Sheriff's Department, by way of conducting an extensive Request for Proposal (RFP) process, to enter into a Countywide agreement with Universal Protection Service, LP to provide security services which includes fire watch at various County facilities.

Phase Two of the San Mateo Medical Center (SMMC) Fire Alarm Upgrade Project requires the County to provide fire watch services. Universal Protection Service, LP has the required training in acute-care for hospitals, County security clearance, and overall familiarity of the Medical Center. Per the recommendation of County Counsel, a separate agreement with Universal Protection Service, LP is appropriate, due to specific fire watch services for this project.

**DISCUSSION:**

In order to maintain security operations continuity at the SMMC, the Department recommends that it

is in the best interest of the County to waive the RFP process and enter into an agreement with Universal Protection Service, LP to provide project specific fire watch services.

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

**FISCAL IMPACT:**

Funding appropriation has been established in the 2018 Series A Lease Revenue Bonds for Capital Construction at the Medical Center.