



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 20-366

Board Meeting Date: 6/2/2020

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Michael Callagy, County Manager  
Adam Ely, Project Development Unit Director

**Subject:** Amendment to the Agreements with CM Pros, Jacobs Project Management, and Roebbelen Construction Management Services

### **RECOMMENDATION:**

Adopt a resolution authorizing amendments to the agreements with CM Pros, Jacobs Project Management, and Roebbelen Construction Management Services to continue to provide construction management services for County Projects extending the term of the agreements through June 30, 2022.

### **BACKGROUND:**

In January 2017, the Project Development Unit (PDU) was formed to manage ground up construction performed by the County. Multiple large capital projects are underway, and others are anticipated, requiring intensified operations for several years. To manage these critical and complex projects, PDU requires scalable support from specialized consultants, including contract project and construction managers.

On or about July 1, 2017, the PDU entered into agreements with CM Pros, Jacobs Project Management, and Roebbelen Construction Management Services to provide construction management support services. Since that time, each entity has successfully provided and/or remained available to provide construction management services in support of PDU projects.

### **DISCUSSION:**

By executing the agreement, which extends the term without increasing agreement values, PDU will have the ability to continue to utilize the expertise of CM Pros, Jacobs Project Management, and Roebbelen Construction Management Services that covers all manner of construction support including but not limited to constructability review, change order review, engineer estimates, claims analysis and negotiation, payment application review, site visits for progress monitoring and contract drawing compliance, preparation of reports, management of Requests for Information and submittals, coordination of meetings to resolve filed issues, and commissioning management.

The resolution contains the County standard provisions allowing amendment of County fiscal obligations by a maximum of \$25,000 (in aggregate).

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

**FISCAL IMPACT:**

The term of this agreement will be extended an additional three years through June 30, 2022. The cost of the contract will be funded by the budgets for the individual projects to which the consultant is assigned.