



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 20-712

Board Meeting Date: 9/29/2020

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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 On-Call Inspector of Record Services Agreements

### **RECOMMENDATION:**

Adopt a resolution authorizing the President of the Board to execute amendments to the on-call agreements with CMI Contractors, Inc. and TYR, Inc. to provide inspector of record services for the Project Development Unit extending the term by an additional two years through October 16, 2022.

### **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 projects are underway which will require intensified operations for several years. PDU requires substantial support from specialized consultants, including inspector of record consultants, to appropriately manage these critical and complex projects. Inspector of Record consultants provide services that include assuring construction elements and systems work individually and together as intended and required, and that work complies with the construction documents, codes, and regulations.

### **DISCUSSION:**

Following a Request for Proposals, the County selected CMI Contractors, Inc. (CMI) and TYR, Inc. as on-call providers of inspection of record services. On October 17, 2017, this Board authorized the Director of the Project Development Unit to enter into separate agreements with CMI and TYR, Inc. in an amount not to exceed \$600,000 for an aggregate not to exceed amount of \$1,200,000. The amendments authorized by the accompanying resolution will extend the term for an additional two years to October 16, 2022.

The Resolution contains County standard provisions authorizing the Director of PDU to approve amendments to the Agreement increasing the County fiscal obligations by a maximum of \$25,000 (in aggregate), as well as to modify the agreement term, conditions, and scope of work, within the fiscal limits established by this Board.

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

**FISCAL IMPACT:**

The cost of the contract and amendments will be funded by the budgets for the individual projects to which the specialized consultant is assigned. There is no impact to Net County Cost.