



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 21-032

Board Meeting Date: 1/5/2021

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 CSG Consultants, Inc.

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the On-Call Engineering and Professional Services agreement with CSG Consultants, Inc. to increase the amount by \$500,000 to \$1,000,000.

BACKGROUND:

On November 13, 2018, this Board adopted Resolution No. 076279(a-o), which authorized an agreement (Agreement) with CSG Consultants, Inc. (CSG) and other consulting firms for On-Call Engineering and Professional Services for various not-to-exceed amounts ranging from \$500,000 to \$1,500,000 and for a period of three (3) years through November 12, 2021.

On October 20, 2020, this Board, acting as the governing board of the Burlingame Hills Sewer Maintenance District (District), awarded a contract to Ranger Pipelines for the construction of the Hillside/Adeline Area Sewer Rehabilitation Project (Project) in the District.

DISCUSSION:

The Department requested a proposal from CSG to provide construction inspection and management services for the Project. The proposal was for a not-to-exceed amount of \$226,110, which would exceed the remaining balance of \$165,000 in the Agreement. The Department has reviewed CSG's proposal and determined that it meets the needs of the Department and District for this Project. Additionally, CSG has been providing satisfactory on-call engineering services to the Department through the Agreement.

Amending the amount of the agreement will allow the Department to utilize CSG's construction inspection and management services in completing the Project and other on-call engineering services on future projects. Therefore, the Department is recommending that an amendment increasing the not-to-exceed amount of the Agreement by \$500,000 be authorized.

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

FISCAL IMPACT:

The amendment will increase the not-to-exceed amount of the Agreement by \$500,000 to \$1,000,000. Funds to pay for CSG's services will be from the budgets of the Burlingame Hills Sewer Maintenance District and other special districts maintained by the County.

There is no additional General Fund impact.