



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** COUNTY MANAGER

**File #:** 22-003

Board Meeting Date: 1/4/2022

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

**To:** Honorable Board of Supervisors  
**From:** Michael P. Callagy, County Manager / Clerk of the Board  
Adam Ely, Project Development Unit Director  
**Subject:** Amendment to the Sage Renewable Energy Consulting, Inc. Agreement

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The President of the Board of Directors to execute an amendment to the agreement with Sage Renewable Energy Consulting to provide renewable energy project consultation, extending the term of the agreement through December 31, 2024 and increasing the amount by \$200,000 for a new not to exceed contract value of \$481,692; and
- B) The Director of the Project Development Unit or designee to issue and execute change orders up to \$50,000 in aggregate for a maximum fiscal obligation of \$531,692.

**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 sustainability focused County capital projects are underway which will require intensified operations for several years. The PDU requires substantial support from specialized consultants, including renewable energy consultants, to appropriately manage these critical and complex projects.

On October 18, 2017, the County entered into an agreement with Sage Renewable Energy Consulting, Inc. (Sage) in an amount not-to-exceed \$50,000 for renewable energy consulting services. Services provided by Sage have included support for the update to the Zero Net Energy (ZNE) and Green Building policies, Requests for Proposals for Power Purchase Agreements for new capital projects, and other manner of planning, assessing, implementing, and managing clean energy projects.

On June 25, 2019, this Board authorized a total contract value of \$256,692. Subsequently, the agreement with Sage was modified to extend the term and modify the scope of work.

**DISCUSSION:**

Sage has provided excellent service to the County. Based on their positive performance, the importance of continuity across multi-year projects, and the importance of having a reliable environmental consultant that is familiar with County Green Building Policy guidelines, ZNE, and other environmental policies, it is in the best interest of the County to continue working with Sage by executing an amendment to the agreement to extend the term through December 31, 2024 and increasing the amount by \$200,000 for a new not to exceed contract value of \$481,692.

County Procurement has reviewed and approved the extension of this agreement.

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

**FISCAL IMPACT:**

This agreement is funded entirely through the respective Capital project appropriation. Funds have been included in the FY 2021-22 Recommended Budget.