



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 22-734

Board Meeting Date: 9/27/2022

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Ann M. Stillman, Director of Public Works
Subject: Architectural and Engineering Design Consultant Services Agreement with Mark Cavagnero Associates

RECOMMENDATION:

Adopt a resolution authorizing:

- A) An agreement with Mark Cavagnero Associates to provide architectural and engineering design consulting services for the Hall of Justice Court Tenant Improvement Project, for the term of September 27, 2022 through September 26, 2025, in an amount not to exceed \$2,002,497; and
- B) The Director of Public Works, or the Director's designee, to execute contract amendments to modify the contract term and/or services if the modified term of services is/are within the current or revised fiscal provision.

BACKGROUND:

On November 6, 2018, the County of San Mateo (County) entered into a Memorandum of Understanding (MOU) with the Judicial Council of California and Superior Court of California regarding the exchange of facilities for the construction of County Office Building 3. The MOU documented the County transfer to the Judicial Council of California (JCC) and responsibility for funding and operations, but retained ownership of 400 County Center, Redwood City, CA, known as the Hall of Justice (HOJ). As part of the transfer, the County, under Section 7 of the MOU, is responsible for HOJ Court Tenant Improvements.

The Department of Public Works (Department) received a request to complete major capital tenant improvements at the HOJ.

DISCUSSION:

The HOJ tenant improvements will consist of the construction for two courtrooms, two judges' chambers, conference rooms, office space, storage areas, and an expanded clerk's office. Except as

otherwise agreed to in the MOU, the County's contribution towards this Project is \$8,898,902 for costs associated for the design, remodel and construction.

Proposals were solicited from architectural and engineering design firms with experience designing for the JCC. On June 27, 2022, the Department released a Request for Qualifications (RFQ) through advertisements in the local newspaper and on the Department's website. Bids were received on July 27, 2022, and one firm responded, Mark Cavagnero Associates.

The evaluation criteria consisted of method and approach; experience and organizational capacity; and price. The RFQ matrix is attached as 'Exhibit A'.

A selection committee reviewed the sole submission and determined the firm was qualified. The Department recommends this Board authorize an agreement with Mark Cavagnero Associates to provide architectural and engineering design consulting services.

The County Attorney's Office has reviewed and approved the resolution and agreement as to form.

FISCAL IMPACT:

Funding for this agreement is included in the Capital Improvement Program Budget for FY 2022-2023.

ATTACHMENT: Exhibit A