



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 23-721

Board Meeting Date: 9/12/2023

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Executive
Sam Lin, Interim Director Project Development Unit
Subject: Amendment to the Agreement with One Workplace

RECOMMENDATION:

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute an amendment to the agreement with One Workplace for on call project management and design services increasing the current agreement amount of \$197,500 by \$400,000 for additional service requests and extend the term through August 9, 2024; and
- B) The Interim Director of the Project Development Unit, or designee, to execute subsequent change orders that modify the terms and conditions of the agreement increasing the maximum fiscal obligation by \$25,000 in aggregate so long as the fiscal obligation does not exceed \$622,500.

BACKGROUND:

Multiple County capital projects require substantial support from specialized consultants, including on-call space planning, furniture layouts and design, procurement, and project management services.

Following a competitive Request for Qualifications and Request for Proposal process overseen by County procurement, an inter-departmental County committee selected One Workplace (OWP) as the best value provider of furniture, design, planning, procurement, and installation services for new County projects.

DISCUSSION:

One Workplace provides on-call space planning, furniture layouts and design, procurement, and project management services on behalf of the County of San Mateo for all County Capital Projects including, but not limited to, all necessary specialized service of high-risk behavioral furnishings for health-related projects.

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

EQUITY STATEMENT:

The County of San Mateo is dedicated to ensuring that all employees, including those with specialized access and functional workplace needs, have functional and ergonomically appropriate workspaces. The selected furniture has been individually reviewed by Departments to ensure it meets those needs.

FISCAL IMPACT:

There is no additional Net County Cost as sufficient appropriations are included in the individual construction project budgets. There is no impact to the General Fund.