



# Board Agenda Item 50

DATE: June 22, 2021

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Third Amendment to Master Agreement for Architectural Consulting Services

RECOMMENDED ACTION(S):

- 1. Approve and authorize the Chairman to execute Third Amendment to Master Agreement No. 18-373 for architectural consulting services, effective upon execution, with no change in the term of July 10, 2018, to July 7, 2021, and increasing the maximum compensation amount by \$100,000 for a total of \$1,200,000.**
- 2. Adopt Budget Resolution increasing the FY 2020-21 appropriations and estimated revenues for the Internal Services Department, Facility Services Org 8935 in the amount of \$100,000 (4/5 vote).**

There is no additional Net County Cost associated with the recommended actions, which will increase the agreement's maximum compensation and the Internal Services Department - Facility Services Org 8935 appropriations and estimated revenues by \$100,000 to allow the Internal Services Department - Facility Services Division (ISD - Facility Services) to fulfill requests from user departments for architectural consulting services. The recommended amendment includes language to allow the use of electronic signatures in accordance with Administrative Policy No. 55 and Management Directive No. 1900. This item is countywide.

ALTERNATIVE ACTION(S):

If your Board does not approve the recommended actions, ISD - Facility Services may not be able to fulfill departmental work requests for architectural consulting services.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. The maximum compensation will increase by \$100,000 to total \$1,200,000. All costs associated with these services are recovered through charges to user departments. As of May 25, 2021, there are two outstanding invoices totaling \$46,798.45. Approval will increase the appropriations and estimated revenues by \$100,000 in the ISD - Facility Services Org 8935 FY 2020-21 to cover these costs.

DISCUSSION:

On July 8, 2016, the County executed Purchasing Agreement No. P-16-424-S which awarded multiple consultant architects, giving ISD -Facility Services flexibility in fulfilling architectural consultant work requests for remodeling projects countywide. The agreement was for a total potential five-year term not to exceed \$95,000.

On July 10, 2018, the Board approved Agreement No. 18-373, converting the purchasing agreement into Board Agreement, through the First Amendment, which increased the maximum amount by \$405,000 to \$500,000 as the maximum compensation amount allowable for services exceeded the Purchasing Manager's authority of \$100,000.

On April 23, 2019, the Board approved the Second Amendment to Agreement No. 18-373, which increased the maximum compensation by \$500,000 to \$1,100,000 to accommodate an increased volume of necessary services.

With your Board's approval of the recommended actions, the maximum compensation will increase from \$1,100,000 to \$1,200,000. All other terms of the agreement remain unchanged.

REFERENCE MATERIAL:

BAI #44, April 23, 2019

BAI #52, July 10, 2018

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Third Amendment to Agreement No. 18-373

On file with Clerk - Resolution (Org 8935)

CAO ANALYST:

Sonia M. De La Rosa