



# Board Agenda Item 53

DATE: August, 23, 2016

TO: Board of Supervisors

SUBMITTED BY: Steven E. White, Director  
Department of Public Works and Planning

Donald C. Kendig, Administrator  
Fresno County Employees' Retirement Association

SUBJECT: Retroactive Memorandum of Understanding Between the Fresno County Employee's Retirement Association and the County of Fresno

## RECOMMENDED ACTION(S):

**Approve and authorize the Chairman to execute a retroactive Memorandum of Understanding with the Fresno County Employees' Retirement Association for the County to provide project management services for the construction of new Fresno County Employees' Retirement Association offices (\$145,200).**

The recommended action approves a retroactive budgeted Memorandum of Understanding (MOU) for oversight of architectural and construction contracts. The Fresno County Employees' Retirement Association (FCERA) Board considered and approved this MOU at its August 3, 2016 meeting.

## ALTERNATIVE ACTION(S):

If the Board were not to approve the recommended action, FCERA would not have the support services of the County of Fresno Department of Public Works and Planning staff.

## RETROACTIVE AGREEMENT:

The term of the MOU shall be retroactive, with an effective commencement date of May 1, 2016, and this MOU shall terminate on December 31, 2017, with a possible extension period of two years. The agreement was made retroactive to include costs for the development of the subject MOU.

## FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The total cost of the recommended retroactive MOU is \$132,000 which includes an allowance for testing and special inspections. In addition, a possible 10% adjustment in the contract amount (\$13,200) upon written consent will bring the total MOU amount to \$145,200. Revenues will be posted to the Department of Public Works and Planning Org 4360.

## DISCUSSION:

The Fresno County Employees' Retirement Association (FCERA) building, currently located at 1111 H Street, has been found to be within the proposed right of way of the California High Speed Rail Authority, requiring FCERA to locate a replacement property. FCERA is in escrow to purchase 7766, 7772, and 7778 N. Palm

Avenue to house FCERA staff and serve its patrons.

In May of 2016, FCERA began working with Public Works and Planning, Capital Projects staff, to develop an MOU to assist in the design and construction process, and oversee the construction manager/contractor responsible for constructing a new office complex. The Department's personnel will provide project management services that include contract administration during the design and construction phases, resolution of construction issues, coordination of possible changes to existing utility connections, review of project invoices, assistance in processing change orders, plus commissioning and final acceptance of the project.

Costs for the Department personnel and any County-contracted consultants are borne by FCERA up to a maximum of \$145,200.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with the Clerk - Memorandum of Understanding

CAO ANALYST:

John Hays