



# Board Agenda Item 52

DATE: July 10, 2018

TO: Board of Supervisors

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

SUBJECT: First Amendment to Master Agreement for Architectural Consulting Services

## RECOMMENDED ACTION(S):

1. **Approve and authorize the Chairperson to execute First Amendment to Master Purchasing Agreement No. P-16-424-S for architectural consulting services, effective upon execution, increasing the maximum Agreement cost by \$405,000, for a total potential 5-year not to exceed cost of \$500,000.**
2. **Adopt Budget Resolution increasing the FY 2018-19 appropriations and estimated revenues for the Internal Services Department, Facility Services Org 8935 in the amount of \$150,000 (4/5 vote).**

Approval of the recommended actions will allow the Internal Services Department Facility Services Division (Facility Services) to fulfill an increased demand of architectural consulting services for remodeling projects throughout the County. This item is countywide.

## ALTERNATIVE ACTION(S):

Should your Board not approve the recommended actions, Facility Service's ability to fulfill departmental work requests for architectural consulting services may be limited.

## FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. Costs related to these services are charged back to the County department(s) requesting services. Approval will increase the appropriations and estimated revenues by \$150,000 in the FY 2018-19 Internal Services Department - Facility Services Org 8935 to cover these costs. Sufficient appropriations for the remaining term of the Agreement will be requested in future budget years.

## DISCUSSION:

On July 8, 2016, the County executed Purchasing Master Agreement No. P-16-424-S. The Agreement awarded multiple vendors, which in turn gave Facility Services flexibility in fulfilling architectural consultant work requests for remodeling projects countywide. The Agreement was for a total potential 5-year contract (a 3-year base term plus 2 possible successive 1-year extensions) with a not to exceed value of \$95,000.

Approval of the recommended actions will convert the current Purchasing Agreement into a Board

Agreement, as the maximum amount allowable for services will now exceed the Purchasing Manager's authority of \$100,000. Approval will also increase the total potential 5-year compensation by \$405,000 to a maximum not to exceed amount of \$500,000. This amount is necessary to allow Facility Services to fulfill the increased demand of architectural consulting services for remodeling projects throughout the County. All other terms of the Agreement remain unchanged.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - First Amendment  
On file with Clerk - Agreement  
On file with Clerk - Resolution

CAO ANALYST:

Juan Lopez