



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: February 9, 2016

Subject: APPROVE and AUTHORIZE a contract amendment with Kitchell/CEM, Inc.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute Contract Amendment No. 1 to the Consulting Services Agreement with Kitchell/CEM, Inc., effective February 9, 2016, to increase the payment limit by \$250,000 to a new payment limit of \$500,000, to continue providing "on-call" project management services, Countywide.

FISCAL IMPACT:

100% Federal, State, Local, and/or General Funds.

BACKGROUND:

The Public Works Department is involved in various projects in the County, which require project management services for capital improvement projects. After a solicitation process, this Consultant was selected as one of four firms to provide project management services on an "on-call" basis to augment Public Works staff. The Board of Supervisors approved the Agreement with the Consultant on July 7, 2015.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **02/09/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

ABSENT: John Gioia, District I Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 9, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Jason Chen, Special Districts,
(925) 313-3299

By: June McHuen, Deputy

cc:

BACKGROUND: (CONT'D)

This amendment to the Agreement is recommended because the County's need for "on-call" project management consulting services is greater than initially anticipated. Increasing the payment limit will allow the Consultant to complete more projects.

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval, the Consultant will not be able to provide additional "on-call" project management services to complete necessary capital projects, which may jeopardize funding and delay design and construction of various capital projects.

CHILDREN'S IMPACT STATEMENT: