



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: December 6, 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. 2 to the Consulting Services Agreement with Kitchell/CEM, Inc., effective December 6, 2016, to increase the payment limit by \$900,000 to a new payment limit of \$1,400,000, and to extend the termination date to December 31, 2019, to continue providing "on-call" construction management/project management services.

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 construction management/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. On February 9, 2016, the Board approved Amendment No. 1, increasing the payment limit

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **12/06/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V 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: December 6, 2016

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

Contact: Ramesh Kanzaria,
(925) 313-2000

By: June McHuen, Deputy

cc:

from \$250,000 to \$500,000.

The County's need for "on-call"

BACKGROUND: (CONT'D)

construction management/project management consulting services is greater than initially anticipated. Some projects that will require project management/construction management services are the new fire stations, expansion of the West County Health Center, and any other major capital projects. In August, the Public Works Department requested additional Statement of Qualifications ("SOQs) for construction management/project management services, which were due September 13, 2016. The Public Works Department received 7 SOQs from interested firms and 4 were shortlisted. A selection committee comprised of County staff conducted interviews and ranked the shortlisted firms. Kitchell/CEM was one of the top ranking firms. It is recommended that Kitchell/CEM be awarded Amendment No. 2 to its existing Consulting Services Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

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