



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: May 12, 2020

Subject: APPROVE and AUTHORIZE a contract amendment with Smith & Associates, Inc. for on-call appraisal services, Countywide.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute, on behalf of the County, a contract amendment with Smith & Associates, Inc., to extend the term from May 24, 2020 to December 31, 2020, and to increase the payment limit by \$75,000, to a new payment limit of \$265,000, for continued on-call appraisal services, Countywide.

**FISCAL IMPACT:**

The contract is funded 100% by Local Road, Flood Control, various Special Revenue, and outside agency funds.

**BACKGROUND:**

In March 2015, the Public Works Department's Real Estate Division (Division) requested a state of qualifications from various appraisal firms. After conducting interviews, Smith & Associates, Inc., was selected to provide appraisal services for road, flood control, airport, and various other projects.

☒ APPROVE ☐ OTHER  
☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/12/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, 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: May 12, 2020

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

By: June McHuen, Deputy

Contact: Jewel Lopez, 925.  
957-2485

cc:

BACKGROUND: (CONT'D)

The Division continues to have a need for on-call appraisal services. Amending this contract will allow the Division to obtain services to complete existing projects without unnecessary delays.

CONSEQUENCE OF NEGATIVE ACTION:

The Public Works Department will be unable to deliver timely appraisal reports for various projects.