



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: June 2, 2020

Subject: Approve and Authorize Amendment No. 1 to Consulting Services Agreement with The Ratcliff Architects (Ratcliff)

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with The Ratcliff Architects, effective June 2, 2020, to increase the payment limit by \$750,000 to a new payment limit of \$1,500,000 and to extend the term from July 10, 2021 to July 10, 2022, to provide as-needed architectural services for various Facilities projects.

**FISCAL IMPACT:**

Projects will be assigned to the as-needed architect when there is an approved project and funding. (100% Various Funds)

**BACKGROUND:**

On July 10, 2018, the Board of Supervisors approved an as-needed Consulting Services Agreement with Ratcliff, in the amount of \$750,000 which will be terminating on July 10, 2021.

The contract payment limit of \$750,000 has nearly been reached. Amendment No. 1 is necessary to provide architectural services and the additional costs associated with the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **06/02/2020** ☒ 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: June 2, 2020

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

By: Laura Cassell, Deputy

Contact: Ramesh Kanzaria  
925-957-2480

cc:

completion of ongoing and new projects.

## BACKGROUND: (CONT'D)

Ratcliff is familiar with these active projects, and the design and construction of typical building type and especially health care facilities. Therefore, it is recommended that the contract amendment be awarded at this time.

Ratcliff will continue to provide architectural services, such as programming, design and construction administration. The type, size and location of projects vary. Typical projects may include new construction, building renovations/modernizations, remodeling of an entire building or specific areas within a building, tenant improvements, exterior building restorations, MEP upgrades, structural improvements, code-related improvements and deferred maintenance projects. Projects may also include fire district buildings projects. Extending this as-needed agreement will save the county money when compared to the time and expense in conducting a consultant selection process on a project-by project basis, and allow the design phase to commence sooner and provide for a shorter project completion schedule.

## CONSEQUENCE OF NEGATIVE ACTION:

If Amendment No. 1 is not approved, projects currently in process will be delayed, which will ultimately result in higher project costs.