



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: December 15, 2020

Subject: Approve and Authorize Amendment No. 1 to Consulting Services Agreement with TBP/Architecture, Inc.,  
Countywide

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with TBP/Architecture, Inc. effective December 15, 2020, to increase the payment limit by \$750,000 to a new payment limit of \$1,500,000 and extend the term from October 8, 2022 to October 8, 2023, to provide on-call architectural services for various County facilities projects.

**FISCAL IMPACT:**

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

**BACKGROUND:**

On October 8, 2019 the Board of Supervisors approved an on-call Consulting Services Agreement with TBP/Architecture, Inc., in the amount of \$750,000 which will be terminating on October 8, 2022.

Amendment No. 1 is necessary to provide architectural services and the additional costs associated with the completion of ongoing and new projects. TBP/Architecture, Inc. is

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **12/15/2020** ☒ 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: December 15, 2020

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

By: Laura Cassell, Deputy

Contact: Ramesh Kanzaria  
925-957-2480

cc:

familiar with these active projects,

#### BACKGROUND: (CONT'D)

and the design and construction of typical building types therefore, it is recommended that the contract amendment be awarded at this time.

TBP/Architecture, Inc 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, MEP upgrades, structural improvements, code-related improvements and deferred maintenance projects. Projects may also include fire district building projects. Extending this on-call agreement will save the County money when compared with the time and expense in conducting a consultant selection process on a project-by-project basis. It will also 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 in process will be delayed, which will ultimately result in higher project costs.