



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: September 13, 2022

Subject: APPROVE and AUTHORIZE Amendment No. 2 to Consulting Services Agreement with Robinson Mills + Williams to provide On-Call Architectural Services

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with Robinson Mills + Williams, to extend the term from October 23, 2022 through October 23, 2023 with no change to the payment limit, to provide as-needed architectural services for various County projects, Countywide. (100% Various Funds)

**FISCAL IMPACT:**

100% Various Funds as determined when projects are approved.

**BACKGROUND:**

On October 23, 2018, the Board of Supervisors approved an as-needed Consulting Services Agreement with Robinson Mills + Williams, in the amount of \$750,000. This firm provides architectural and design services for projects such as new construction, building renovations, remodeling, tenant improvements, structural and code-related improvements, Mechanical-Electrical-Plumbing upgrades, fire district building projects and deferred maintenance projects.

On September 21, 2021, the Board approved Amendment No. 1 to increase the payment

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/13/2022** ☒ 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: September 13, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Warren Lai,  
925-313-2180

cc:

limit from \$750,000 to \$1,500,000 and extend the term from October

BACKGROUND: (CONT'D)

23, 2021 to October 23, 2022 so they can continue to provide much-needed architectural services. This contract expires in a few months therefore, we are requesting board approval to issue Amendment No. 2 to extend the term to October 23, 2023 with no change to the payment limit.

Extending this as-needed agreement will save the County time and money when compared to the time and expense in conducting a consultant selection process on a project-by-project basis and will allow the design phase to commence sooner and provide for a shorter project completion schedule.

CONSEQUENCE OF NEGATIVE ACTION:

If Amendment No. 2 is not approved, projects currently in process will be delayed, which will ultimately result in higher project costs.