



Legislation Details (With Board Report)

**File #:** A 17-397      **Name:** Gallun Snow Associates, Inc. Amendment No. 2  
**Type:** BoS Agreement      **Status:** Passed  
**File created:** 9/25/2017      **In control:** Board of Supervisors  
**On agenda:** 10/10/2017      **Final action:** 10/10/2017

**Title:** a. Authorize the Deputy Purchasing Agent for Natividad Medical Center (NMC) or his designee to execute Amendment No. 2 to the agreement (A-12529) with Gallun Snow Associates, Inc. for interior design services pursuant to Request for Qualifications (RFQ #9600-48), extending the agreement an additional twenty (20) month period (August 1, 2018 through April 30, 2020) for a revised full agreement term of August 1, 2013 through April 30, 2020 and adding \$294,000 for a revised total agreement amount not to exceed \$1,044,000.  
b. Authorize the Deputy Purchasing Agent for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$75,000) of the original cost of the agreement per each amendment.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Gallun Snow Associates Inc Amendment 2.pdf, 3. Gallun Snow Associates Inc Amendment 1.pdf, 4. Gallun Snow Associates Inc Agreement.pdf, 5. Gallun Snow Associates Inc Spend Sheet.pdf, 6. Completed Board Order

Date	Ver.	Action By	Action	Result
10/10/2017	1	Board of Supervisors	approved	Pass

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**RECOMMENDATION:**

**It is recommended the Board of Supervisors:**

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**SUMMARY/DISCUSSION:**

In March 2013, NMC advertised a Request for Qualifications (RFQ #9600-48) for interior design services. The hospital desired a standalone firm not affiliated with an architectural service company that specialized in healthcare design (minimum of five years of experience) that could work collaboratively with the hospital, architectural/engineering firms, and general contractors. The selected firm would have the ability to provide all aspects of hospital interior design to include interior finishes, furniture planning and specifications, systems furniture planning and specifications, art planning, and signage design on an as needed basis for a period up to five years. The services will be provided in individual "Service Packages" which are defined as a separate and distinct portion of services to be performed by the interior design firm. Each service package will define and outline the schedule, scope and cost, along with other specific details for each project on an individual basis.

NMC selected Gallun Snow Associates, Inc. through this competitive bid process (RFQ #9600-48). Gallun Snow is an interior design firm that specializes in hospital design; creating a holistic, healing environment. NMC requested \$150,000 for each Fiscal Year of the five year contract totaling \$750,000. The \$150,000 per year was requested based on spend from previous years for the same services at NMC.

This amendment is extending the term and adding to the original scope of work for the purpose of allowing Gallun Snow to continue providing interior design services as needed for ongoing projects which includes the completion of the Radiology Upgrade Project. In addition, due to an increase in projects within the last two years, NMC has expended nearly all of the originally projected amount of \$150,000 per Fiscal Year; and as a result, is requesting \$294,000 of which \$161,000 is slated for use in this current Fiscal Year 2017-18. NMC is currently working on an RFQ solicitation for a new interior design services agreement for future project opportunities at NMC and anticipates a release in early 2018. The last RFQ for interior design services was completed back in 2013.

The following is a sample listing of projects and coordination that Gallun Snow will work on through the end of the contract term.

**As Needed Services for the Remainder of FY 2017/2018**

- Continue with design, contract administration, and closeout for Building 400
- Provide interior design services for Radiology project
- Bi-weekly coordination conference calls
- Ongoing finish evaluation/selection for the Medical Surgical Unit and Intensive Care Unit (ICU)
- Work with Foundation and potential donor on ICU refresh.
- Interior design services as requested to address aesthetic refresh and safety concerns- miscellaneous areas
- Update furniture standards and specify new furniture for miscellaneous requested areas
- Evaluate and recommend flooring for 1st and 2nd floors to address patient safety
- Update master finish selections as needed to address discontinued materials and/or improve cost/quality.
- Interior design for SEA and Natividad Conference Rooms
- Potential Pharmacy refresh
- Provide construction administration for continuing projects

**CONSTRUCTION ADMINISTRATION- RADIOLOGY (July 2018-April 2020)**

- Review shop drawings for interior finish items as necessary
- Address Owner and/or Contractor requested changes
- Evaluate proposed substitutions as required
- Attend Owner Architect Contractor (OAC) conference calls on a bi-weekly basis
- Punch list for interior finish and furnishing items. (conducted during site visits)

**OTHER AGENCY INVOLVEMENT:**

County Counsel has reviewed and approved this amendment No. 2 as to legal form and risk provisions, and the Auditor-Controller has reviewed and approved as to payment provisions. This amendment No. 2 has also been reviewed and approved by NMC's Finance Committee on August 24, 2017 and by its Board of Trustees on September 8, 2017.

**FINANCING:**

The cost for this amendment No. 2 is \$294,000 of which \$161,000 is included in the Adopted Budget for Fiscal Year 2017-18. Should NMC seek extensions of the original agreement, amounts for any extensions will be included in those budgets as appropriate. Amounts for remaining years of the agreement will be included in those budgets as appropriate. There is no impact to the General Fund.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

This agreement allows for needed improvements to the hospital's physical infrastructure. These improvements ensure that NMC maintains itself as a first rate medical facility which, in turn, enables NMC staff to provide quality medical care that leads to an improved quality of life for its patients and their families.

- Economic Development
- Administration
- Health and Human Services
- Infrastructure
- Public Safety

Prepared by: Andrea Rosenberg, Hospital Assistant Administrator, 783-2562

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2504

Attachments:

- Gallun Snow Associates Inc Amendment 2
- Gallun Snow Associates Inc Amendment 1
- Gallun Snow Associates Inc Agreement
- Gallun Snow Associates Inc Spend Sheet

Attachments on file with the Clerk of the Board