



Board Report

File #: A 13-054, **Version:** 1

- a. Approve Amendment No. 2 to Professional Services Agreement MYA#3000*282 with Kitchell/CEM, Incorporated to continue to provide services associated with on-call facilities, architecture and engineering services, and landscape architecture design services, in the amount of \$57,183 for a total amount not to exceed \$441,733, which includes a total amount not to exceed \$122,839 to complete the San Lucas Branch Library, Project No. 8548, and extend the term to October 31, 2014; and
- b. Authorize the Contracts/Purchasing Officer to execute Amendment No. 2 to Professional Services Agreement MYA#3000*282 and future amendments that do not significantly alter the scope of work or change the approved Agreement amount.

RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 2 to Professional Services Agreement MYA#3000*282 with Kitchell/CEM, Incorporated to continue to provide services associated with on-call facilities, architecture and engineering services, and landscape architecture design services, in the amount of \$57,183 for a total amount not to exceed \$441,733, which includes a total amount not to exceed \$122,839 to complete the San Lucas Branch Library, Project No. 8548, and extend the term to October 31, 2014; and
- b. Authorize the Contracts/Purchasing Officer to execute Amendment No. 2 to Professional Services Agreement MYA#3000*282 and future amendments that do not significantly alter the scope of work or change the approved Agreement amount.

SUMMARY/DISCUSSION:

On February 8, 2012, the Contracts/Purchasing Officer executed a Professional Services multi-year Master Agreement (MYA #3000*282) with Kitchell/CEM, Incorporated (Kitchell) to provide On-Call Facilities, Architecture and Engineering Services, and Landscape Architecture Design Services for the Resource Management Agency - Public Works (RMA-PW). Kitchell was selected and hired for their expertise and capabilities necessary to provide these services through a competitive selection process in accordance with County policies (under Request for Qualifications #10249) for an amount not to exceed \$100,000 and a term extending from February 6, 2012 to February 6, 2014. An amount of \$65,656 was allocated to the San Lucas Branch Library, Project No. 8548, leaving a balance of \$34,344. The remaining Master Agreement balance has been allocated towards consultant management services for the Jail Housing Addition, Project No. 8812 and to complete the 20 E. Alisal Street 2nd Floor Tenant Improvements, Project No. 8787.

On November 6, 2012, the Board of Supervisors approved Modification and Amendment No. 1 to Professional Services Agreement MYA #3000*282 to continue consultant management services to complete the requirements for final Assembly Bill 900 Phase II funding approval for the Jail Housing Addition, Project No. 8812 and to complete the 20 E. Alisal Street 2nd Floor Tenant Improvements, Project No. 8787, in the amount of \$284,550 for a total amount not to exceed \$384,550.

The San Lucas Branch Library (hereinafter, "Project") scope includes the purchase of the existing library site; construction of a new building; and purchase of furniture, computers, supplies, and library materials as needed

to serve the community.

RMA-PW Staff has worked with the Librarian and Architect to complete programming, and design of a new facility which is currently at the 95% construction document stage. Construction drawings are in final plan review stages with RMA - Building Services.

In January 2013, the Librarian secured an additional \$350,000 in grant funding from the Monterey Peninsula Foundation to incorporate a solar photovoltaic system; construct two outdoor trellis patio covers for outdoor programming; design and implement Leadership in Energy and Environmental Design (LEED) upgrades and seek LEED silver certification. The grant funding covers construction and soft costs related to the scope change.

RMA-PW has identified a continued need for Kitchell to continue to provide services associated with on-call facilities, architecture and engineering services, and landscape architecture design services resulting from the change in scope to complete the Project. Amendment No. 2 to Professional Services Agreement MYA #3000*282 will increase the Agreement by \$57,183 for a total amount not to exceed \$441,733, which includes a total amount not to exceed \$122,839 to complete the Project, and extend the term to October 31, 2014.

OTHER AGENCY INVOLVEMENT:

RMA-PW coordinated with Monterey County Free Libraries (MCFL) to determine the Project scope, costs and project schedule. RMA-PW will oversee the Project through completion in conjunction with the library. The Office of the County Counsel and Auditor-Controller have reviewed and approved Amendment No. 2 to Professional Services Agreement MYA #3000*282 as to form and legality, and fiscal provisions, respectively. The Budget Committee and the Capital Improvement Committee support the approval of Amendment No. 2 to Professional Services Agreement MYA #3000*282 by the Board of Supervisors.

FINANCING:

There is no impact to the General Fund. The total estimated cost of Amendment No. 2 to Professional Services Agreement MYA #3000*282 is \$57,183, for a total Agreement amount not to exceed of \$441,733. Sufficient appropriations are available in the RMA-PW Budget (Fund 404, Unit 8174) to finance Amendment No. 2 to Professional Services Agreement MYA #3000*282.

Prepared by: Florence Kabwasa-Green, Management Analyst II, (831) 755-4805

Approved by:

Robert K. Murdoch, P.E., Director of Public Works

Benny J. Young, RMA Director

Dated: April 26, 2013

Attachments: Amendment No. 2 to Professional Services Agreement between County of Monterey and Kitchell/CEM, Incorporated; Location Map