



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 13-214, **Version:** 1

- a. Approve Amendment No. 3 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 (RFQ #10249), in the amount of \$72,700 for a total amount not to exceed \$514,433, of which \$277,350 is towards the Jail Housing Addition, Project No. 8819; and
- b. Authorize the Contracts/Purchasing Officer to execute Amendment No. 3 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.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 3 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 (RFQ #10249), in the amount of \$72,700 for a total amount not to exceed \$514,433, of which \$277,350 is towards the Jail Housing Addition, Project No. 8819; and
- b. Authorize the Contracts/Purchasing Officer to execute Amendment No. 3 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:

The Multi-Year Agreement (MYA) PSA MYA #3000*282 with Kitchell/CEM, Incorporated (Kitchell) is approved for a total amount not to exceed \$441,733 for support services on several different projects. Of this amount, \$204,650 has been issued in Delivery Orders (DO) allocated for the Jail Housing Addition, Project No. 8819, of which Kitchell has been paid \$179,987 through June 30, 2013 with a remaining balance of \$24,663. The remaining balance will cover services rendered only through July 28, 2013. Attachment A - Summary of Professional Services Agreement (PSA) provides a summary of the approved DO amounts.

RMA - Public Works has identified a continued need for Kitchell to provide services associated with on-call facilities, architecture and engineering services, and landscape architecture design services for the Jail Housing Addition. Approval of Amendment No. 3 to the PSA will provide for three (3) months of additional funding for project management activities for pre-design and design services specifically for the Jail Housing Addition. Amendment No. 3 will also provide for additional funding for County staff time to develop a complete scope and cost for project management services for schematic design through the construction phase of the Jail Housing Addition.

Amendment No. 3 to the PSA will increase the amount by \$72,700 for a total amount not to exceed \$514,443 for services from July 28, 2013 through October 31, 2013 for the Jail Housing Addition. With the requested approval of Amendment No. 3, the total amount allocated for the Jail Housing Addition will be \$277,350. Approval of Amendment No. 3 is crucial to the continued progress of the Jail Housing Addition as delays will jeopardize the \$36,295,000 conditional Assembly Bill 900 Phase II award.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller Office have reviewed and approved Amendment No. 3 as to form and legality, and fiscal provisions. Due to the late submission of this Board Report, the CAO Budget and Analysis Division was not provided adequate time to fully review for potential fiscal, organizational policy, or other implications to the County of Monterey.

FINANCING:

There is no impact to the General Fund. The total estimated cost of Amendment No. 3 to the PSA is \$72,700 for a total amount not to exceed \$514,443. Sufficient appropriations are available in the FY 2013-14 Adopted Budget for Fund 404, Unit 8174, Appropriations Unit RMA 015 to finance Amendment No. 3. Attachment A provides a summary of the PSA approved amounts and term, and the associated DO amounts issued for various projects under the PSA.

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Approved by:

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

Benny J. Young, RMA Director

Dated: August 19, 2013

Attachments: Amendment No. 3 to the PSA with Kitchell/CEM, Incorporated; Attachment A - Summary of Professional Services Agreement; Location Map (Attachments on file with the Clerk of the Board)