



Board Report

File #: 16-1370, Version: 1

- a. Approve Amendment No. 3 to Standard Agreement No. A-12833 with Alex S. Hale to continue to provide real estate services to increase the not to exceed amount of \$200,000 by \$42,000 for a total amount not to exceed \$242,000 and to extend the expiration date from December 31, 2016 for approximately thirteen (13) additional months through January 28, 2018, for a revised term from January 28, 2013 to January 28, 2018; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 to the Standard Agreement and future amendments to the Agreement where the amendments 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 Standard Agreement No. A-12833 with Alex S. Hale to continue to provide real estate services to increase the not to exceed amount of \$200,000 by \$42,000 for a total amount not to exceed \$242,000 and to extend the expiration date from December 31, 2016 for approximately thirteen (13) additional months through January 28, 2018, for a revised term from January 28, 2013 to January 28, 2018; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 3 to the Standard Agreement and future amendments to the Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

SUMMARY:

Over the last five (5) years, the County of Monterey's Resource Management Agency (RMA) has established several on-call agreements by prequalifying professional firms in specialized fields. The purpose of having on-call consultants is to expedite the procurement process when needing specialized expertise from a professional firm when County staff lacks the expertise or when the volume of work exceeds RMA's capacity. These on-call agreements are utilized across the RMA, and at times used by other County Departments, for specialized expertise in operations and specific facility and capital projects.

DISCUSSION:

The RMA desires that Alex S. Hale continue to provide services associated with on-call real estate services. The RMA has identified a need for the continuation of "on-call" real estate services to assist RMA's Real Property staff in areas related to appraising buildings and land, cost estimating, space planning, condition assessments, data base and procedural development, leased and owned real property acquisitions and dispositions, project management, wireless communication consultation, and help relieve a back-log of leased real property extensions and renewals. Alex S. Hale was originally selected from a list of RMA approved real estate services providers and was found at that time, and continues to be, a very qualified real estate service consultant with the most competitive rates.

Amendment No. 3 to the Standard Agreement (SA) will increase the not to exceed amount of \$200,000 by \$42,000 for a total amount not to exceed \$242,000 and extend the expiration date of the SA from December 31, 2016 for approximately thirteen (13) additional months through January 28, 2018, for a revised term from January 28, 2013 to January 28, 2018.

Attachment E provides a summary of the SA to date.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel, Auditor-Controller Office, and Risk Management Office have reviewed and approved Amendment No. 3 as to form and legality, fiscal provisions, and indemnity and insurance provisions respectively.

FINANCING:

Amendment No. 3 increases the agreement with Alex S. Hale by \$42,000 for a total not to exceed \$242,000, of which, \$82,312 is included in the FY2016-17 Adopted General Fund 001, Appropriation Unit RMA006 budget to support current fiscal year costs. Potential costs associated with this agreement may also be funded within approved FY2016-17 project budget allocations of the individual departments authorizing the use of the agreement. The amount for the remaining years of Amendment No. 3 will be included in those budgets as appropriate.

Prepared by: George Salcido, Real Property Specialist, (831) 755-4859

Approved by: Shawne Ellerbee, RMA Deputy Director of Administrative Services

Approved by: Carl P. Holm, AICP, RMA Director

Attachments:

Attachment A - Amendment No. 1 to SA with Alex S. Hale

Attachment B - Amendment No. 2 to SA with Alex S. Hale

Attachment C - Amendment No. 3 to SA with Alex S. Hale

Attachment D - SA with Alex S. Hale

Attachment E - Summary of SA

(Attachments on file with the Clerk of the Board)