



# County of Monterey

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

## Board Report

---

**File #: A 17-053, Version: 1**

---

- a. Approve Amendment No. 1 to Agreement (Multi-Year Agreement (MYA) #3000 \*1216) with Kasavan Architects, Inc. to continue to provide services associated with on-call architectural and engineering design services for various correctional projects located in Monterey County, to increase the not to exceed amount of \$100,000 by \$100,000 for a total amount not to exceed \$200,000, and extend the expiration date from April 25, 2017 for one (1) additional year through April 25, 2018, for a revised term from April 25, 2014 to April 25, 2018, with the option to extend the term for one (1) additional one (1) year period; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to the Agreement and future amendments to the Agreement where the amendments 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. 1 to Agreement (Multi-Year Agreement (MYA) #3000 \*1216) with Kasavan Architects, Inc. to continue to provide services associated with on-call architectural and engineering design services for various correctional projects located in Monterey County, to increase the not to exceed amount of \$100,000 by \$100,000 for a total amount not to exceed \$200,000, and extend the expiration date from April 25, 2017 for one (1) additional year through April 25, 2018, for a revised term from April 25, 2014 to April 25, 2018, with the option to extend the term for one (1) additional one (1) year period; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to the 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 has identified a need for Kasavan Architects, Inc. to continue to provide services associated with on-call architectural and engineering design for various correctional projects located in Monterey County to assist RMA-Public Works and Facilities staff in areas related to cost estimating, space planning, condition assessments, project management, and general facility design services.

Amendment No. 1 to the Agreement with Kasavan Architects, Inc. will increase the not to exceed amount of \$100,000 by \$100,000 for a total amount not to exceed \$200,000 and extend the expiration date from April 25, 2017 for one (1) additional year through April 25, 2018, for a revised term from April 25, 2014 to April 25,

2018, with the option to extend the term for one (1) additional one (1) year period.

Attachment C provides a summary of the Agreement to date.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller's Office have reviewed and approved Amendment No. 1 as to form and legality, and fiscal provisions, respectively.

FINANCING:

There is no impact to the General Fund as a result of this action. Services provided by Kasavan Architects, Inc. will be paid from the prospective funding source from individual project budgets.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This project corresponds to the Infrastructure Strategic Initiative to plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results. Further, the project meets a Infrastructure Key Objective to provide for adequate County facilities and infrastructure.

Check the related Board of Supervisors Strategic Initiatives:

- ☐ Economic Development
- ☐ Administration
- ☐ Health & Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Donald D. Searle, Acting Chief of Public Works and Facilities (831) 755-5061

Approved by: Benny J. Young, Interim RMA Deputy Director of Public Works and Facilities

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

Dated: February 27, 2017

Attachments:

Attachment A - Amendment No. 1 to Agreement

Attachment B - Agreement

Attachment C - Summary of Agreement

Attachment D - Summary of Agreement Annual Expenditures and Balance

(Attachments on file with the Clerk of the Board)