



**CALAVERAS COUNTY BOARD OF SUPERVISORS AGENDA SUBMITTAL**

<b>Short Name/Subject</b> Approve Amendment I with Aspen Street Architects	<b>Board Meeting Date</b> August 13, 2019	<b>Agenda Number</b> <b>20</b>
<b>Dept:</b> Administrative Office <b>Contact:</b> Bonnie Rich <b>Phone:</b> 209/754-6025	<b>Supervisory District Number</b> Countywide	Consent Agenda
<b>Published Notice Required?</b> No <b>Public Hearing Required?</b> No		<b>Estimated Time:</b> 0 Minutes
<b>Type of Document?</b> Non Resolution Agreement <b>PowerPoint Presentation Included?</b> No <b>Budget Transfer Included (Must be signed by Auditor)?</b> No <b>Complete Agreement Required?</b> No <b>Position Allocation Change?</b> No		

**RECOMMENDATION:**

Authorize the Board Chair to execute Amendment I to an Agreement with Aspen Street Architects, Inc. necessary for the inclusion of project management services associated with various Capital Improvement Projects and increasing the total not to exceed amount of the Agreement from \$50,000 to \$300,000.

**DISCUSSION/SUMMARY:**

On August 8, 2018, the County entered into an Agreement for Professional Services with Aspen Street Architects, Inc., of Angels Camp in an amount not to exceed \$50,000 for the provision of professional architectural design and related services necessary to assist the Facilities Maintenance and Grounds Division with various capital improvement projects. The Facilities Maintenance and Grounds Division has a need to secure project management services for several large projects, including demolition of the old County Jail facility. Aspen Street Architects, Inc. possesses the skills, expertise, and knowledge necessary to perform the services, and additionally has direct access to other licensed professionals, including but not limited to, structural, electrical, survey, and construction engineers, and environmental consultants that will be needed in order to progress with certain capital improvement projects.

The project management services will include discovery and assessment of individual project needs, assistance with the development of plans and specifications for bidding purposes, in addition to contract management services associated with any awards made to construction contractors via the formal, bidding procedures for public projects.

During the 2018-19 fiscal year, the Purchasing Division of the County Administrative Office partnered with the Public Works Department to conduct a formal, competitive solicitation requesting the interests and qualifications of various licensed, professional consultants and/or firms needed to assist the County with facility and transportation infrastructure projects. Aspen Street Architects, Inc. participated in RFQ #18-1018-08-925 and ranked #1 or #2 in the categories of Architectural Design Services, Project Delivery Services – Facility Projects, Facilities Master Planning, and Facilities Condition Assessment Services.

Approve Amendment I with Aspen Street Architects  
August 13, 2019

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Amendment I outlines the expectations and deliverables associated with the necessary project management services, updates Notices to Parties and Subcontracting sections required for the provision of authorizing the use of subcontractors/consultants, and increases the total not to exceed amount of the contract from \$50,000 to \$300,000.

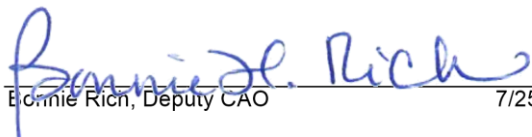
**FINANCING:**

Funds for these services are budgeted in Facilities (10100110)/Professional Services (5271) for work associated with the demolition of the old jail facility and funds are additionally budgeted within various Capital Improvement Projects (10401060) Accounts. Attached is a spreadsheet showing the current allocation of funding in support of services provided under this agreement, inclusive of Amendment I. It is important to note that there are additional funds budgeted within each CIP project account and within the Facilities budget for needed construction and additional professional services that may be required. i.e., the budget allocated for this contract does not reflect the total appropriations available. The amounts currently allocated are simply commitments for the start of work necessary and may need to be adjusted up or down as the projects proceed.

**ALTERNATIVES:**

The Board could chose not to approve Amendment I to the agreement with Aspen Street Architects, Inc.; however, staff does not recommend this as the County does not currently have the staff qualified and expert to perform the necessary services. Failure to utilize the services of Aspen Street Architect will adversely impact and significantly delay the County's ability to proceed with certain Board directives regarding certain capital improvement projects, such as the demolition of the old County jail, design of new County facilities, and certain office remodels.

**APPROVED BY:**

  
Bonnie L. Rich, Deputy CAO

7/25/2019

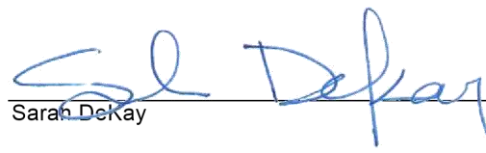


Diane Severud, Deputy Clerk of the Board of Supervisors

7/26/2019

  
Albert Alt, County Administrative Officer

7/26/2019



Sarah DeKay

7/29/2019