



**COUNTY OF SAN LUIS OBISPO
BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works		(2) MEETING DATE 3/21/2017		(3) CONTACT/PHONE Jeff Lee, Architectural Services Manager (805) 781-1043	
(4) SUBJECT Request to approve two individual contracts for professional consultant services between the County of San Luis Obispo, and Studio Design Group Architects, Inc. and Omni Design Group, Inc., for On-Call Architectural Consulting Services. All Districts.					
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> Approve and execute two individual contract for professional consultant services between the County of San Luis Obispo, and Studio Design Group Architects, Inc. and Omni Design Group, Inc., in the annual amount of \$250,000 for On-Call Architectural Consulting Services; and Authorize the Director of Public Works, or designee, to extend the agreement for up to two (2) allowable consecutive extensions of one (1) year for the maximum annual value of \$250,000 per year per contract. 					
(6) FUNDING SOURCE(S) Fund Center 200 Facilities Maintenance Projects, Fund Center 230 Facilities Capital Projects		(7) CURRENT YEAR FINANCIAL IMPACT \$0.00		(8) ANNUAL FINANCIAL IMPACT \$0.00	
(9) BUDGETED? Yes					
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)					
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A					
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001729 - Studio Design Group Architects, Inc. 19001730 - Omni Design Group, Inc.				(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A		(15) BUSINESS IMPACT STATEMENT? No		(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW David E. Grim					
(18) SUPERVISOR DISTRICT(S) All Districts					

Reference: 17MAR21-C-1



COUNTY OF SAN LUIS OBISPO

TO: Board of Supervisors

FROM: Public Works
Jeff Lee, Architectural Services Manager

VIA: Jeff Werst, Design Division Manager

DATE: 3/21/2017

SUBJECT: Request to approve two individual contracts for professional consultant services between the County of San Luis Obispo, and Studio Design Group Architects, Inc. and Omni Design Group, Inc., for On-Call Architectural Consulting Services. All Districts.

RECOMMENDATION

It is recommended that the Board:

1. Approve and execute two individual contract for professional consultant services between the County of San Luis Obispo, and Studio Design Group Architects, Inc. and Omni Design Group, Inc., in the annual amount of \$250,000 for On-Call Architectural Consulting Services; and
2. Authorize the Director of Public Works, or designee, to extend the agreement for up to two (2) allowable consecutive extensions of one (1) year for the maximum annual value of \$250,000 per year per contract.

DISCUSSION

In accordance with County Purchasing Policies and to augment current staffing, staff solicited Request for Proposal PS-#1350 (RFP) for the development of an On-Call Architectural Consulting Services list. The purpose of the RFP was to establish a three year on-call architectural consultants list to provide architectural services and a design team including electrical, HVAC, plumbing, fire sprinkler, civil engineering design, and design support services for a variety of architectural related projects for County facilities. Proposals were reviewed and ranked by a selection committee. The RFP indicated the County could issue up to three individual contracts. Today's action would issue two contracts to the top ranked firms. We may return at a future date to request award of a third contract, as needed.

Through implementation of these agreements, the Department of Public Works can obtain timely and efficient architectural related consultant assistance to supplement the County's in-house architectural staff. Work will be assigned to the chosen consultant via Work Orders drawn against the overall contract and based on the project scope and services required. The term of each contract will be for one (1) year, or the maximum annual value of \$250,000 per year per contract. At the County's option, and with agreement between the applicable parties, the contract may be extended for up to two (2) allowable consecutive extensions of one (1) year.

It is recommended that the Board approve individual contracts between the County of San Luis Obispo and Studio Design Group Architects Inc., and Omni Design Group, Inc.

OTHER AGENCY INVOLVEMENT/IMPACT

Use of this contract by the Department of Public Works will impact all County Departments through the development and implementation of capital and maintenance projects for the individual Departments.

County Counsel has approved the Agreements as to legal form and effect.

FINANCIAL CONSIDERATIONS

The costs for these two professional consultant service contracts will be funded through individual project budgets as services are needed, and appropriated project budget is available. Each service contract has a maximum of \$250,000 per year. No budget adjustment is necessary.

RESULTS

Approval of the recommended action will provide the County with On-Call Architectural consulting teams. These teams will be available to prepare project plans for use in the delivery of capital and maintenance projects. Implementation and delivery of these projects will contribute to the County's goals of providing for a safe, healthy, livable and well-governed community.

ATTACHMENTS

1. Contract for Professional Consultant Services - Studio Design Group Architects, Inc.
2. Contract for Professional Consultant Services - Omni Design Group, Inc.

File: WBS 350072.18

Reference: 17MAR21-C-1

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