



APPROVAL REQUEST FOR A BEYOND 5 YEAR CONTRACT TERM

Date of Submission: **06/03/19**

For Professional Services submit document via SAP Requisition. Refer to the Contact and Commodity Assignment List for buyer code guidance.

For Goods & Related Services refer to Contact and Commodity Assignment List for buyer code guidance.

SECTION I

Service Agreement Number:	PSA		
Contractor/Consultant:	Sandis		
Current Contract Start Date:	9/23/2014	Current Contract End Date:	9/22/2019
Total Current Value of the Service Agreement:	\$ 2,000,000.00	Budget Unit #:	0710
Description of Service:	Civil Engineering and Architect Services		
User Agency/Department(s):	Parks & Recreation		
Requesting Agency/Department Contract Manager/Coordinator	Name:	Metka Valh	
	Phone:	355-2216	
	Email:	metka.valh@prk.sccgov.org	

SECTION II

Recommended # of Months Extension:	24
Recommended End Date:	9/22/2021
Recommended Additional Amount:	0
Recommended Total Value of the Service Agreement:	2,000,000

SECTION III

Mark appropriate box for Contract's Signature Authority

<input checked="" type="radio"/>	Board of Supervisors
<input type="radio"/>	Delegated to Department Head or designee
<input type="radio"/>	Director of Procurement



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SECTION IV

Pursuant to Board Policy 5.4.5.4, EXCEPTIONS to the maximum 5-year term limit for Professional Services are listed below. Select the appropriate exception(s).

<input type="radio"/>	(1) When the funding source for a contract provides that the contract term must exceed five years. Such funding sources may include the State or Federal government or an outside funding source (private or foundation grant).
<input type="radio"/>	(2) When the County "piggybacks" on another jurisdiction's contract that is more than five years or that is subsequently extended for more than the initial five-year term.
<input type="radio"/>	(3) When a specific law, code or regulation requires that a particular type of contract include certain contract terms(s) that exceed 5 years. Please provide a specific citation below.
<input type="radio"/>	(4) Contracts for goods, which includes equipment, that have a lifespan that exceeds five years and the benefits to the County of exceeding a five-year term outweigh the benefits of creating and executing a new contract after five years
<input type="radio"/>	(5) Contracts for technology software or hardware that have a lifespan exceeding five years and the benefits to the County of exceeding a five-year term outweigh the benefits of creating and executing a new contract after five years
<input type="radio"/>	(6) Proprietary maintenance contracts.
<input checked="" type="radio"/>	(7) Contracts for project-specific professional services where the length of the project is expected to exceed five years.
<input type="radio"/>	(8) Revenue contracts.
<input type="radio"/>	(9) Contracts with other governmental entities.
<input type="radio"/>	(10) When an Agency/Department is otherwise able to justify that it is in the County's best interest to exceed the maximum 5-year term requirement. For example, an Agency/Department is able to demonstrate that the financial and/or programmatic impact on the County would be significant if the contract term does not exceed the maximum 5-year term requirement [Specific rationale must be provided in Section V, below].

SECTION IV continued

Provide BRIEF but CONCISE details to validate the EXCEPTION(S) selected above

The Department needs to amend the term on the Professional Services Agreement (PSA) with Sandis, because work on two Project Agreements will not be completed at the sunset of the PSA. The Department will take this amendment to the Board of Supervisors on August 13, 2019.

I) The Department issued Project Agreement (PA) PA1, and the Amendments 1&2 for the Martial Cottle Park Phase 1 Implementation. Design and construction of the Martial Cottle Life Estate Perimeter Trail Extension has been delayed pending completion of the Life Estate Master Plan.

II) The Department issued PA3, and the Amendment 1 for the Grant Ranch Historic Buildings Rehabilitation Phase 1. Bidding and construction of the Phase 1 design as well as performance of additional supplementary services have been delayed due to a redesign necessitated by the results of the structural and seismic evaluations of the historic buildings as well as the need to procure additional funding for the revised design scope.



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SECTION V

If relying upon Exception (10), the OCCM or the Director of Procurement, as applicable, has discretion to approve a contract term for more than five years. Provide a narrative explanation below:

A. BACKGROUND (Describe the good or service procured)

I) PA1, Amendment 2, Martial Cottle Park, Phase 1 Implementation. Under PA1, Sandis still needs to perform services for the design and construction of the Life Estate Perimeter Trail Extension. This project has been on hold pending completion of the Life Estate Master Plan, currently underway. Expected completion date of the project is 9/22/21.

II) PA3, Amendment 1, Grant Ranch Historic Buildings Rehabilitation Phase 1. Under PA3, Sandis still needs to perform Task 1 Item D (Bidding) and Item E (Construction Administration Services) as well as additional Supplementary Services included preparation of Record Documents upon completion of Construction of the Phase 1 project and development of the Historic Buildings Programing & Feasibility Study to identify future phases of rehabilitation. During the Due Diligence phase of design, it was determined that further structural evaluation of the Phase 1 buildings was needed. The structural evaluation resulted in a revised Project scope which, in turn, delayed the start of Design. Additional funding for the construction of the revised project scope is anticipated to be approved in the FY19/20 Budget. Expected completion date of the Phase 1 project is 9/22/21.

B. CONTRACT HISTORY, if applicable. (How was the contract awarded? What were the events that occurred prior to the end of the contract term?)

The PSA with Sandis was awarded through an open competitive RFP process (RFP-PRK-FY14-0449) by the Board of Supervisors ("BOS") on 9/23/2014, leg. file number 73171.

The Department administratively amended PSA under the delegated authority with the first Amendment on 7/21/2016 to add Wage Theft Prevention and Living Wage requirements to the PSA to comply with the BOS Policy Manual, Section 5.5.5.4.

The second Amendment was brought to the BOS on 3/14/2017 to add additional one million dollars to the PSA amount increasing the amount from \$1M to \$2M. No term extension was needed with the approval of the second Amendment.

The Department issued eight PAs against this PSA.



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C. REASONS FOR CONTRACT TERM EXTENSION

Two PAs: PA1 for Martial Cottle Park project and PA3 for Grant Ranch Historic Building Rehabilitation Phase 1 project will not be completed by the PSA expiration date. Expected completion date of these projects is 9/22/2021.

D. RECOMMENDATION PLAN TO CURE ISSUE(S) (If applicable)

The Department is in a process to issue RFP for the Architectural and Engineering Services for Various Projects for Santa Clara County Parks and Recreation Department. The RFP will be issued in July/August time frame, MAL # 841.

SECTION VI

Requesting Agency/Department Contracts Manager:

Print Name:

METKA VALH

Signature:

Phone: 355-2216

Email:

metka.valh@prk.sccgov.org

Requesting Agency/Department Director:

Print Name:

Don Rocha

Signature:



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SECTION VII

Decision and Required Steps Following Decision (to be completed by OCCM or Procurement)

<input checked="" type="radio"/>	Approved	<input checked="" type="radio"/> Attach to Legislative File
		<input type="radio"/> Attach to Delegation of Authority Coversheet
		<input type="radio"/> Attach to Service Agreement Checklist
<input type="radio"/>	Approved with Conditions	Comments:
<input type="radio"/>	Returned for Possible Reconsideration	Comments:
<input type="radio"/>	Denied	Comments:

SECTION VIII

Office of Countywide Contracting Management/Procurement Department Signature

<p>DocuSigned by:  9916BC953CCA4BA...</p>	<p>Date 7/11/2019</p>
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