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Farhad Mansourian, RCE
Director

October 5, 2010

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Third Addendum to Agreement with Facilities by Design

Dear Board Members:

RECOMMENDATION: Authorize the President to execute the attached Third Addendum.

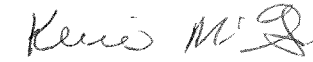
SUMMARY: This item recommends approving a third addendum with Facilities by Design to provide added move management services for relocating additional Health and Human Services personnel associated with the renovation of #10 North San Pedro.

Facilities by Design was hired on April 13, 2009, to conduct space planning and move management coordination for the temporary relocation of staff relocated during the renovation of #10 North San Pedro Road. Health and Human Services is requesting a moving of an additional 21 employees and adding 15 common areas (interview rooms, lobby area, break rooms, etc.) to this facility. This third addendum provides for the addition of personnel and move coordination into this facility after the construction is completed.

FISCAL IMPACT: This addendum will increase the contract amount from \$48,900 to a maximum contract amount of \$59,400. Funds for this contract are available in the Capital Improvement Fund 27900, Fund Center 4100991072.

REVIEWED BY:	<input checked="" type="checkbox"/> Dept. of Finance	<input type="checkbox"/> N/A
	<input type="checkbox"/> County Counsel	<input checked="" type="checkbox"/> N/A
	<input type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> N/A

Respectfully submitted,


Kevin McGowan
Principal Civil Engineer

Attachment

Merit Document No. 10014983

H.O.

P:\cp_build\Projects 2009\Projects\09-022 10 NSP Renovation Phase 1\02-Design\03-Agreements-Board Letters\Facilities by Design\BOS Facilities by design addendum 3.doc