

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

**June 22, 2021**

**FROM**

**TERRY W. THOMPSON, Director, Real Estate Services Department – Project Management**

**SUBJECT**

Award Contract to Griffin Structures, Inc. for Preconstruction and Construction Management Services for the Valley Communication Center Project in San Bernardino

**RECOMMENDATION(S)**

Approve **Contract No. 21-493** with Griffin Structures, Inc. for a total not-to-exceed amount of \$4,067,500, including an optional \$47,500 additive alternate for Leadership in Energy and Environmental Design consultant services, to provide Preconstruction and Construction Management Services for the Valley Communication Center Project at Rialto Avenue and Lena Road in the City of San Bernardino, for the period of June 22, 2021 through February 28, 2025. (Presenter: Terry W. Thompson, Director, 387-5000)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The Valley Communication Center Project (Project) total budget of \$98,435,000 is currently funded from the General Fund. Funding in the amount of \$61,592,102 has been allocated to the Project (WBSE 10.10.0181). The remainder of the funds, totaling \$36,842,898, currently reside in the Valley Dispatch Center Reserves. Although funding for the Project has been previously set aside, this project may be eligible for American Rescue Plan Act funding and analysis of the guidelines is ongoing. Sufficient appropriation and revenue is included in the 2020-21 Capital Improvement Program (CIP) budget to award this contract. Approval of necessary related budget adjustments is not requested at this time, but will be included on a future quarterly County-wide budget report presented to the Board of Supervisors (Board), if necessary.

**BACKGROUND INFORMATION**

The pandemic has reinforced the urgent need for San Bernardino County (County) to have a central location for all the County's emergency response teams to respond to emergencies through a coordinated County approach. A centralized facility will enable the County to respond to the continued needs of the residents, particularly in the Valley area, which includes numerous populations that have been disproportionately impacted by COVID-19.

The Project, located in the City of San Bernardino, will be a new mission-critical facility that must be operational 24 hours per day, 365 days per year, under extreme conditions, as the primary

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Emergency Operations Center (EOC) in the San Bernardino Valley. The comprehensive 80,000 square foot building on the 6.85 acre site will provide residents with a devoted emergency response operations center with consolidated services provided by the San Bernardino County Sheriff/Coroner/Public Administrator, Office of Emergency Services, San Bernardino County Fire Protection District, Consolidated Fire Agencies, Inland Counties Emergency Medical Agency, the Innovation and Technology Department for a radio management facility, as well as potentially including health agency functions and personnel. EOC Command staff that provide emergency support functions will vary in size depending on the activation level. The facility will be capable of self-support and self-sufficiency over an extended duration of time and act as a stand-alone facility in the event of a disaster. The desired operational model requires significant facility enhancements that include utility, base isolation, and technological system redundancies to assure continual operations. The additive alternate for the Leadership in Energy and Environmental Design (LEED) building certification design component has been included and is pending approval.

The Preconstruction and Construction Management services consultant will act as an owner/advisor to Real Estate Services Department-Project Management (RES-D-PM) to create full bridging documents, the purpose of which is to convey the design and construction requirements for the Design-Build procurement process for the state-of-the-art modern EOC capturing all entity requirements. Griffin Structures, Inc. will assist with the County procurement process, including generating the specific requirements of the Request for Qualifications and Request for Proposals (RFP), participation in the Design Build team selection process, provide cost estimates, review plans and specifications, provide a constructability report, provide full construction management services throughout construction including schedule and cost controls, and facilitate closeout compliance for the Project.

**PROCUREMENT**

On January 7, 2021, RES-D-PM released an RFP for Preconstruction and Construction Management services. On February 5, 2021, an addendum was released extending the proposal deadline, providing clarification, and responding to proposer's questions. On February 16, 2021, six proposals were received. A County evaluation team independently reviewed and scored the proposals to establish a shortlist of three firms. On February 24, 2021, letters of regret and shortlist notification letters were sent to the firms via the United States Postal Service (USPS). The week of March 8, 2021, the shortlisted firms independently presented their oral interviews to the evaluation panel and were scored. On March 16, 2021, denial of award and notice of intent to award (NOIA) letters were sent via USPS mail. Proposers had 10 calendar days of the issuance date of the NOIA's to submit a formal protest in writing to the County Purchasing Department. No protests were received.

After completion of the evaluation and ranking of the proposal responses, RES-D-PM recommends the Board award a contract to Griffin Structures, Inc., to provide Preconstruction and Construction Management services for the Project for the period of June 22, 2021 through February 28, 2025.

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**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5437) on May 3, 2021; Sheriff/Coroner/Public Administrator (Robert Trostle, Lieutenant, 387-0675) on May 12, 2021; San Bernardino County Fire Protection District (Bertral Washington, Deputy Fire Chief of Administration, 387-5974) on May 12, 2021; Purchasing Department (Bruce Cole, Supervising Buyer, 387-2148) on May 19, 2021; Real Estate Services Department-Project Management (Kevin Ryan, Assistant Director, 387-5000) on May 26, 2021; Real Estate Services Department (Jennifer Costa, Assistant Director, 387-5000) on May 27, 2021; Finance (Wen Mai, Principal Administrative Analyst, 387-4020 and Tom Forster, Administrative Analyst, 387-4635) on June 2, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423 and Kelly Welty, Deputy Executive Officer, 387-4376) on June 7, 2021.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Dawn Rowe

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 22, 2021



cc: RESD/PMD - Ryan w/agree  
Contractor - C/O RESD/PMD w/agree  
File - w/agree  
CCM 06/30/2021