

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

November 4, 2025

FROM

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Amendment to Agreement with Griffin Structures, Inc., for On-Call Healthcare Construction Management Services

RECOMMENDATION(S)

Approve **Amendment No. 1 to Agreement No. 23-392** with Griffin Structures, Inc., to provide on-call professional healthcare construction management services, increasing the total agreement amount by \$6,000,000, from \$3,000,000 to \$9,000,000, with no change to the contract term of May 23, 2023 to May 22, 2028.
(Presenter: Don Day, Director, 384-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The services provided under this agreement are fully funded within the individual project budgets as part of the Capital Improvement Program (CIP), as approved by the Board of Supervisors (Board).

BACKGROUND INFORMATION

Since its inception in July 2005, the on-call consultant process has provided expert architectural, engineering, testing, mechanical/electrical/plumbing engineering, and construction management services for numerous CIP projects. The availability of on-call services has allowed the Project and Facilities Management Department (PFMD) to accelerate the selection of design, engineering, or construction related professional services, resulting in valuable savings of time and cost in the overall design/construction timeline. The on-call consultant process has significantly enhanced the efficiency and timeliness of delivering critical capital projects. Operationally, the on-call consultant process has been integral in helping PFMD meet the County and Chief Executive Officer's goals and objectives to improve County government operations and operate in a fiscally responsible and business-like manner, by providing savings of time and cost in the overall design and construction timeline of projects.

On December 1, 2022, two Requests for Proposals (RFP) Nos. ANE223-ANE2C-4789 and RFP ANE223-ANE2C-4786 were released for on-call professional services for architectural, engineering, construction management and construction related services through the County's Electronic Procurement Network. After a competitive evaluation 83 on-call professional services

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providers were selected to provide a variety of professional services for CIP projects on an as-needed/as-requested basis.

On May 23, 2023 (Item No. 50), the Board approved 83 on-call professional services agreements, which included Agreement No. 23-392 (Agreement) with Griffin Structures, Inc., (Griffin) in the amount of \$3,000,000, with a contract term of May 23, 2023 to May 22, 2028, to provide on-call professional healthcare construction management services. Griffin is one of six firms awarded under this specific on-call professional services healthcare construction management category. These firms were selected through a competitive procurement process to ensure the County has access to a pool of qualified healthcare construction management service professionals capable of supporting the Arrowhead Regional Medical Center (ARMC) related capital improvement projects.

Approval of Amendment No. 1 will increase the total Agreement amount by \$6,000,000 to allow Griffin to continue to provide these services for multiple CIP projects located at ARMC, including, infrastructure upgrades, equipment replacements, facility remodels, fire and life safety assessments, roof replacement, and change out of end-of-life medical equipment. The contract was originally calculated to cover the anticipated needs over the five-year term. However, although six firms were awarded on-call agreements under the Healthcare Construction Management category, not all firms were able to provide project managers with the specialized experience required for healthcare projects.

Griffin provides continuity and institutional knowledge overseeing healthcare construction management services at ARMC and has done so for many years. Their familiarity with the hospital, ongoing projects, and operational constraints enables them to provide efficient and effective healthcare construction management services without the learning curve required for a new healthcare construction manager. The healthcare construction managers from Griffin have consistently met the specialized qualifications with the specialized healthcare experience required, specifically in Infection Control, California Building Code Section 1224 compliance, Department of Health Care Access and Information (HCAI) requirements, and clinical construction environments for each request, and have established a positive and collaborative working relationship with HCAI field staff, as well as the end user groups at ARMC. This relationship facilitates smoother communication, quicker issue resolution, and streamlined approval processes, reducing potential delays in construction.

Griffin has successfully expended over 98 percent of the current contract balance in the delivery of high-quality projects that consistently meet healthcare regulatory requirements. With the ongoing expansion of the ARMC portfolio and given Griffins' proven track record in providing project management services that align with the County's standards for quality and compliance, staff recommend approval of a \$6,000,000 contract increase.

The increase is essential to ensure the continued availability of Griffin's expertise in managing the planned growth and increasing complexity of current projects. Over the remaining three years of the contract term, the recommended amendment will provide the necessary resources to maintain the delivery of projects that meet all applicable county, state, and federal regulatory requirements.

Utilizing Griffin for healthcare constructions management services has proven successful in creating cohesiveness across projects and providing continued specialized support to all the critical departments PFMD serves. The increase in contract amount will allow Griffin to continue

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to provide services for completion of ongoing projects, based on experience and expertise specific to these projects.

PFMD recommends approval of Amendment No. 1 to allow Griffin to continue to provide high quality healthcare construction and project management expertise at ARMC under the jurisdiction of the HCAI.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Kaleigh Ragon, Deputy County Counsel 387-5455) on September 18, 2025; Project and Facilities Management (Arham Limoochi, Chief of Project Management, 387-5000) on September 25, 2025; and County Finance and Administration (Eduardo Mora, Administrative Analyst II, 387-4376 and Yael Verduzco, Principal Administrative Analyst, 387-5285) on October 29, 2025.

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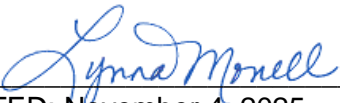
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: November 4, 2025



cc: PFMD - Day w/agree
Contractor - c/o PFMD w/agree
File - w/agree
CCM 11/5/2025