



DEPARTMENT OF PUBLIC WORKS

Quality, Excellence, Innovation

DATE: June 28, 2017
TO: MERA Governing Board
FROM: Pat Echols, Operations Officer

SUBJECT: AGENDA ITEM **D-1**: Update on Change Order Policy and Recommended Motorola Contract Contingency

Recommended Action: Recommend a Motorola Next Gen contract contingency in the amount of \$5 million to the Board of Supervisors.

Discussion: To facilitate timely review and action on change orders associated with the Next Gen System vendor contract, your Board adopted the following policy on May 10, 2017:

- All change order requests are to be reviewed by a subcommittee consisting of up to three members (two minimum) of the Next Gen Project Oversight Committee (NGPOC). MERA’s Executive Officer, Deputy Executive Officer and Operations Officer would provide staff support to the subcommittee.
- Any change order request with a cost increase greater than \$100,000 or that is deemed by the NGPOC subcommittee to be significant with respect to MERA’s Next Gen system functionality commitments or project schedule impact will be forwarded to the MERA Governing Board for a determination.
- Change orders that do not meet the above criteria will be approved by the County and will be reported to Executive and Governing Boards at their next regularly scheduled meetings as part of the Next Gen project report agenda item.

A joint meeting of the NGPOC and Finance Committee was held on June 15, at which time Todd Cusimano, Richard Pearce and Tom Gaffney were selected to serve on the change order review subcommittee. The joint committee also supported staff’s recommendation of \$5 million vendor contract contingency, which represents roughly 20% of the base contract amount (\$24.42 million).

Administration
PO Box 4186
San Rafael, CA 94913-4186
415 473 6528 T
415 473 3799 F
415 473 3232 TTY
CRS Dial 711
www.marincounty.org/pw

Accounting

Airport

Building Maintenance

Capital Projects

Certified Unified Program
Agency (CUPA)

Communications Maintenance

County Garage

Disability Access

Engineering & Survey

Flood Control &
Water Resources

Land Development

Purchasing

Real Estate

Reprographic Services

Road Maintenance

Stormwater Program

Transportation &
Traffic Operations

Waste Management