



# Monterey County

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

Legistar File Number: 20-118

February 25, 2020

**Introduced:** 2/11/2020

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

- a. Approve Professional Services Agreement with Kitchell/CEM, Inc. to provide professional consulting services for Americans with Disabilities Act (ADA)/Architectural Barriers Act (ABA) assessments of Parks facilities and identify recommendations and alterations in order to meet State and Federal accessibility standards for a total not-to-exceed amount of \$383,513, for a term effective February 25, 2020 through December 31, 2020; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Professional Services Agreement and future amendments to the Agreement, where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

### RECOMMENDATIONS:

It is recommended that the Board of Supervisors:

- a. Approve Professional Services Agreement with Kitchell/CEM, Inc. to provide professional consulting services for Americans with Disabilities Act (ADA)/Architectural Barriers Act (ABA) assessments of Parks facilities and identify recommendations and alterations in order to meet State and Federal accessibility standards for a total not-to-exceed amount of \$383,513, for a term effective February 25, 2020 through December 31, 2020; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Professional Services Agreement and future amendments to the Agreement, where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

### SUMMARY:

On November 19, 2019, the Board of Supervisors (BOS) approved Resolution No. 19-400 which approved the addition of six (6) new priority projects, totaling \$1,752,167, previously not included in the Resource Management Agency's (RMA) Fiscal Year (FY) 2019-20 Capital Improvement Program (CIP). One (1) of the six (6) priority projects is the Parks Americans with Disabilities Act (ADA) Transition Plan which will include professional consulting services for the ADA/ABA assessments of the following parks: Nacimiento Park, Jack's Peak Park, Laguna Seca, Manzanita Park, Royal Oaks Park, San Antonio Lake Park- North Shore, San Antonio Lake Park- South Shore, San Lorenzo Park, and Toro Park. The development of a Transition Plan is a requirement of the Federal regulations implementing the Rehabilitation Act of 1973, which requires that all organizations receiving Federal funds make their programs available without discrimination toward people with disabilities. Title II of the ADA provides that public entities must identify and evaluate all programs, activities, and services and review all policies, practices, and procedures that govern administration of the entity's programs, activities, and services. The County's Parks ADA Transition Plan was last updated in 2013.

DISCUSSION:

The Professional Services Agreement (PSA) with Kitchell/CEM, Inc. (Kitchell) will allow for professional consulting services for ADA/ABA assessments of Parks facilities and identify recommendations and alterations in order to meet State and Federal accessibility standards for a total not-to-exceed amount of \$383,513, for a term effective February 25, 2020 through December 31, 2020. Kitchell was selected under a sole source justification as they have prior knowledge of the County's facilities and have previously conducted assessments of parks facilities under a general facility assessment program. The proposed assessment will update existing parks facility assessments information to include assessment of ADA requirements. The update to the County's Parks ADA Transition Plan will include individual site evaluations using various applicable codes, standards and regulations; individual reports for each site, wherein Nacimiento Park has been identified by the County as the first report and will act as the pilot report; and assessment data. Additionally, Kitchell possesses prior assessment data and drawings which it can draw on for the ADA assessments. The use of a different consultant would require more time reviewing and getting up to date which would be inconsistent with the County's objective of diligently identifying the Parks ADA Transition Plan to meet ADA/ABA compliance requirements.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller have reviewed and approved the PSA as to form, and fiscal provisions, respectively.

FINANCING:

On November 19, 2019, the Fiscal Year (FY) 2019-20 Adopted Budget, Capital Projects Fund, Fund 402, Appropriation Unit RMA014 was amended to increase appropriations by \$1,752,167 to be used towards the remaining six (6) identified projects, where the financing source is Fund 402 Unassigned Fund Balance in the amount of \$1,813,122 (which derived from the transfer of the Fund 401 Unassigned Fund Balance). Appropriations are available to fund the total PSA amount of \$383,513. The FY 2020-21 recommended budget will include the estimated residual PSA amount for the period July 1, 2020 through December 31, 2020.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The requested recommendation adheres to the Board of Supervisors' Strategic Initiatives indicated below as provision of adequate County facilities and infrastructure increases accessibility and safety, enhances the work environment for County staff and accommodations for occupants, and improves the quality of life for County residents while supporting economic development.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: David W. Pratt, Project Manager II, (831) 796-6091 

Reviewed by: Lindsay Lerable, Chief of Facilities 

Approved by: Leigh Ann Sutton, P.E., RMA Deputy Director of Public Works, Parks and Facilities

Approved by: Carl P. Holm, AICP, RMA Director



Attachments:

Attachment A - PSA

(Attachment is on file with the Clerk of the Board)