



Board Report

File #: 21-951, **Version:** 1

- a. Approve Professional Service Agreements with the following eight (8) contractors: Dokken Engineering, Inc., GHD, Inc., Harris & Associates, Inc., Kimley-Horn and Associates, Inc., MNS Engineers, Inc., Quincy Engineering, Inc., TRC Engineers, Inc., and Wood Rodgers, Inc., to provide on-call Civil Engineering services for transportation projects located in Monterey County pursuant to Request for Qualifications (RFQ) #10806, amounts not to exceed \$1,000,000 each, for a combined total of \$8,000,000, for a term of three (3) years beginning December 7, 2021 to December 6, 2024, with the option to extend each Agreement for up to two (2) additional years;
- b. Approve additional term extensions beyond the anticipated five (5) year term with no increase to the dollar amount or change in the scope of work limited to project(s) initiated during the initial five (5) year term to allow continuity of services for active projects, subject to review and approval by the Office of the County Counsel and the Contract/Purchasing Officer or Contracts/Purchasing Supervisor; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Professional Service Agreements and future amendments to each Agreement where the amendments do not increase the approved amount of each Agreement subject to the review and approval as to form of any future amendments by the Office of the County Counsel.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Professional Service Agreements (PSAs) with the following eight (8) contractors: Dokken Engineering, Inc. (Dokken), GHD, Inc. (GHD), Harris & Associates, Inc. (Harris), Kimley-Horn and Associates, Inc. (Kimley-Horn), MNS Engineers, Inc. (MNS), Quincy Engineering, Inc. (Quincy), TRC Engineers, Inc. (TRC), and Wood Rodgers, Inc. (Wood Rodgers), to provide on-call Civil Engineering services for transportation projects located in Monterey County pursuant to Request for Qualifications (RFQ) #10806, amounts not to exceed \$1,000,000 each, for a combined total of \$8,000,000, for a term of three (3) years beginning December 7, 2021 to December 6, 2024, with the option to extend each Agreement for up to two (2) additional years;
- b. Approve additional term extensions beyond the anticipated five (5) year term with no increase to the dollar amount or change in the scope of work limited to project(s) initiated during the initial five (5) year term to allow continuity of services for active projects, subject to review and approval by the Office of the County Counsel and the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the PSAs and future amendments to each Agreement where the amendments do not increase the approved amount of each Agreement subject to the review and approval as to form of any future amendments by the Office of the County Counsel.

SUMMARY:

The recommended actions would allow for the approval of PSAs with Dokken, GHD, Harris, Kimley-Horn, MNS, Quincy, TRC, and Wood Rodgers, amounts not to exceed \$1,000,000 each, for a combined total of \$8,000,000, to provide on-call Civil Engineering services for transportation projects located in Monterey County. The term for the PSAs will be for three (3) years beginning December 7, 2021 to December 6, 2024, with the option to extend each PSA for two (2) additional years. The proposed PSAs are provided in Attachments A through H.

DISCUSSION:

The Department of Public Works, Facilities, & Parks (PWFP) builds and administers public improvement projects involving roads, curbs, gutters, sidewalks, curb ramps, retaining walls, barriers, drainage systems (culverts, headwalls, and storm drains), bicycle paths, and structural (buildings and bridges). The PSAs will allow for professional Civil Engineering services to implement various projects included in the Annual Capital Improvement Plan (CIP) and unforeseen emergency projects to support the Board of Supervisors' Strategic Initiative for Infrastructure, "Meeting our Facilities, Water, Technology, and Transportation Needs." Civil Engineering services, in general, include roadway design, traffic analysis, drainage design, support during construction, surveys, environmental documentation, preparation of project reports, permit coordination, right-of-way coordination, and utility coordination, which enable PWFP to off-set and augment the need for services when the volume of work exceeds PWFP's capacity and to provide specialized professional expertise. The readily available on-call, consultant services are procured in a timely manner and minimize administrative tasks.

On July 1, 2021, the County issued Request for Qualifications (RFQ) #10806 to solicit statements of qualifications from contractors for on-call Civil Engineering services for transportation projects located in Monterey County. The County received eleven (11) statement of qualification (SOQ) packages. Following staff's review and evaluation of the SOQ packages, eight (8) contractors were selected for awards based on their qualifications. SOQ packages submitted by Dokken, GHD, Harris, Kimley-Horn, MNS, Quincy, TRC, and Wood Rodgers demonstrate their expertise and capabilities, which include their capacity to abide by all local, state, and federal regulations, and to provide all labor, materials, tools, equipment, and supervision necessary to provide architectural and engineering design services solicited through RFQ #10806, in accordance with County policies and state, local and federal laws.

The RFQ solicitation process did not include the County's Local Preference Policy in order for PWFP to use the selected firms for federally funded projects. However, some local Contractors submitted SOQ packages. The awarded contractors local to the County include Harris and Kimley-Horn.

Construction project schedules may extend beyond the maximum five (5) year term proposed in the RFQ. To allow continuity of service and avoid the need to change contracts or contractors mid-project, staff requests that the Board also authorize project-specific term extensions (as needed) beyond the standard maximum five (5) year term. The scope of work would be revised to limit work only to those active projects initiated before the conclusion of the five (5) year term. Any new projects initiated after the five (5) year term would require a new contract under a separate procurement process.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel-Risk Manager and Auditor-Controller's Office have reviewed and approved the PSAs as to form and fiscal provisions, respectively.

FINANCING:

Services provided by each consultant will be reimbursed from the respective funding source for each project. Funding for costs associated with services provided by these on-call consultants will be contained within the approved budget allocations of the individual departments authorizing the use of these on-call PSAs. Requests for funding beyond project budgets will be taken to the Board for approval. For PWFP, funding is either within the approved budget allocations for a specific operating unit or contained within the Board of Supervisors approved project budget within Fund 002 Road Fund, Fund 402 Capital Projects, or Fund 404 Facility Master

Plan Projects.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended actions support the Board of Supervisors Strategic Initiatives for Infrastructure, Health & Human Services, and Public Safety and enable PWFP to complete essential services related to infrastructure and maintenance needs.

Economic Development

Administration

Health & Human Services

Infrastructure

Public Safety

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Attachments:

Attachment A - PSA with Dokken Engineering, Inc.

Attachment B - PSA with GHD, Inc.

Attachment C - PSA with Harris & Associates, Inc.

Attachment D - PSA with Kimley-Horn and Associates, Inc.

Attachment E - PSA with MNS Engineers, Inc.

Attachment F - PSA with Quincy Engineering, Inc.

Attachment G - PSA with TRC Engineers, Inc.

Attachment H - PSA with Wood Rodgers, Inc.