



# County of Monterey

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

## Board Report

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**File #:** A 23-117, **Version:** 1

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- a. Find that the Carmel Valley Road and Laureles Grade Roundabout Project is categorically exempt per California Code of Regulations (CCR) Section 15301 of the California Environmental Quality Act (CEQA) Guidelines;
- b. Approve Amendment No. 2 to Professional Services Agreement No. A-14631 with GHD Inc. to: include additional services associated with professional engineering for the Carmel Valley Road and Laureles Grade Roundabout Project under Request for Proposals #10679; update the Rate Schedule effective February 26, 2024; increase the not to exceed amount by \$93,966 for a total amount not to exceed \$554,140; and extend the expiration date one (1) additional year through February 25, 2025, for a revised term from February 25, 2020 to February 25, 2025;
- c. 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 amount by more than 10% of the approved Agreement amount, subject to review and approval as to form by the Office of the County Counsel and as to fiscal provisions by the Auditor-Controller's Office; and
- d. Authorize the use of Carmel Valley Traffic Mitigation Fees, Fund 002, Balance Sheet Account 2653, by an increase of \$93,966 for a total amount not to exceed \$554,140 to allow for continued professional engineering services for the Carmel Valley Road and Laureles Grade Roundabout (4/5th vote required).

**Proposed CEQA Action: Categorically Exempt per CEQA Guidelines Section 15301.**

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Find that the Carmel Valley Road and Laureles Grade Roundabout Project is categorically exempt per California Code of Regulations (CCR) Section 15301 of the California Environmental Quality Act (CEQA) Guidelines;
- b. Approve Amendment No. 2 to Professional Services Agreement No. A-14631 with GHD Inc. to: include additional services associated with professional engineering for the Carmel Valley Road and Laureles Grade Roundabout Project under Request for Proposals #10679; update the Rate Schedule effective February 26, 2024; increase the not to exceed amount by \$93,966 for a total amount not to exceed \$554,140; and extend the expiration date one (1) additional year through February 25, 2025, for a revised term from February 25, 2020 to February 25, 2025;
- c. 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 amount by more than ten percent (10%) of the approved Agreement amount, subject to review and approval as to form by the Office of the County Counsel and as to fiscal provisions by the Auditor-Controller's Office; and
- d. Authorize the use of Carmel Valley Traffic Mitigation Fees, Fund 002, Balance Sheet Account 2653, by an increase of \$93,966 for a total amount not to exceed \$554,140 to allow for continued professional engineering services for the Carmel Valley Road and Laureles Grade Roundabout (4/5th vote required).

**SUMMARY:**

The Carmel Valley Road Corridor Study prepared for the County of Monterey, Department of Public Works, Facilities and Parks (PWFP) [formerly Resource Management Agency (RMA)] and a Regional Roundabout

Study prepared for the Transportation Agency of Monterey County (TAMC) identified the Carmel Valley Road and Laureles Grade Roundabout (Roundabout Project or Project) as a recommended roadway improvement. The Carmel Valley Road Advisory Committee (Committee) supports proceeding with the design of the Roundabout Project using Carmel Valley Traffic Mitigation Fees (CVTMF). Amendment No. 2 to Professional Services Agreement (PSA) No. A-14631 with GHD Inc. (GHD) would increase the not to exceed amount of the PSA and extend the term to provide additional professional engineering services for the Roundabout Project. Further, Amendment No. 2 would allow for an update to GHD's rate schedule.

DISCUSSION:

On November 29, 2018, the County solicited proposals from qualified consultants through Request for Proposals (RFP) #10679 for the Roundabout Project. On December 20, 2018, two (2) proposals were received. Following review and evaluation of the proposals, GHD was selected as the most qualified consultant for their expertise and capabilities necessary to provide professional engineering services for the Roundabout Project through a competitive selection process under RFP #10679 and in accordance with County policies and State laws.

PWFP Staff identified GHD to provide engineering services and otherwise do all things necessary for or incidental to the performance of design work on the Roundabout Project which was identified in the Carmel Valley Road Corridor Study prepared by Kimley-Horn and Associates, Inc. and finalized in August 2018 and was also identified in the TAMC Regional Roundabout Study as a roadway improvement. The design services scope of work for the Project includes all professional services and associated design engineering services necessary to prepare the documents for the Project.

PWFP (then RMA) presented the findings of these studies to the Committee. The Committee directed PWFP (then RMA) to proceed with the Roundabout Project by approving the use of a portion of the CVTMF in the Road Fund to allow payment for professional engineering services for the Project. The CVTMF were established on August 22, 1995 by adoption of Ordinance 18.60 of the Monterey County Code and are collected for usage for road and street improvements consistent with the Carmel Valley Master Plan as approved and authorized by the Board of Supervisors.

PWFP Staff recommends that the Board of Supervisors approve Amendment No. 2 to the PSA with GHD to include additional professional engineering services to complete design services for the Roundabout Project. Approval of the proposed Amendment No. 2 will allow GHD to include additional professional engineering services to complete design services for the Roundabout Project. Amendment No. 2 will update the Rate Schedule, effective February 26, 2024, increase the total not to exceed amount of \$460,174 by \$93,966 for a total amount not to exceed \$554,140, and to extend the expiration date from February 25, 2024 by one (1) additional year through February 25, 2025, for a revised term from February 25, 2020 to February 25, 2025.

Attachment F provides a summary of the PSA to date and Attachment G provides a summary of the PSA's annual expenditures and balance to date.

California Environmental Quality Act (CEQA)

This project is categorically exempt under the California Environmental Quality Act (CEQA) pursuant to section 15301 of the CEQA Guidelines as a Class 1 exemption for minor alteration of existing public facilities, which includes minor alterations to existing streets and other similar alterations that do not create additional automobile lanes. This project would convert an existing intersection into a roundabout and would not involve the creation of additional lanes.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and Auditor-Controller's Office have reviewed and approved Amendment No. 2 as to form, and fiscal provisions, respectively.

FINANCING:

Costs associated with the PSA are anticipated to be incurred and continue over the next three (3) fiscal years (FY): 2022-23, 2023-24, and 2024-25, through February 25, 2025. Professional engineering services for the design of the Roundabout Project have increased by \$93,966 for a total amount not to exceed \$554,140, with the caveat that future amendments to the Agreement are allowed which do not significantly alter the scope of work or increase the approved Agreement amount by more than ten percent (10%) of the total Agreement amount.

Sufficient funds are available through traffic mitigation fees collected in accordance with the CVTMF, accounted for in the Road Fund, Fund 002, Balance Sheet Account 2653, which has a current balance of \$3,365,373.05. A portion of the collected CVTMF is proposed to be used as the funding source for costs associated with the design of the Roundabout Project in the amount of \$554,140, which would decrease the CVTMF balance to \$2,811,233.05.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Proceeding with design of the Roundabout Project supports roadway improvements and public safety by promoting the use of best environmental practices for County operations, by providing adequate County infrastructure and by promoting public safety on the County roadways/intersections.

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

Prepared by: Jose Miguel Sanchez, EIT, Assistant Engineer, (831) 796-3009  
Dalia Mariscal-Martinez, Management Analyst III

Reviewed by: Chad Alinio, PE, Senior Civil Engineer  
Enrique Saavedra, PE, Chief of Public Works

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

The following attachments are on file with the Clerk of the Board:

Attachment A - Amendment No. 2 to PSA

Attachment B - Amendment No. 1 to PSA

Attachment C - PSA

Attachment D - Location Map

Attachment E - Project Budget

Attachment F - Summary of PSA

Attachment G - Summary of PSA Annual Expenditures and Balance

