



County of Monterey

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

Legislation Details (With Board Report)

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| File #: | A 21-248 | Name: | Approve Professional Services Agreements with two (2) contractors: Harris & Associates, Inc. and Wallace Group, a California Corporation |
| Type: | BoS Agreement | Status: | Passed - RMA Administration |
| File created: | 5/24/2021 | In control: | Board of Supervisors |
| On agenda: | 6/15/2021 | Final action: | 6/15/2021 |
| Title: | a. Approve Professional Services Agreements with the following two (2) contractors: Harris & Associates, Inc. and Wallace Group, a California Corporation, to provide engineering reports for County Services Areas and on-call engineering services for County Service Areas and County Sanitation Districts pursuant to Request for Proposals (RFP) #10782, amounts not to exceed \$500,000 each, for a combined total of \$1,000,000, for a term of three (3) years beginning June 1, 2021 to May 31, 2024, with the option to extend each Agreement for up to two (2) additional years; and b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Standard Agreements and future amendments to the Agreements where the amendments do not increase the approved Agreement amount. | | |
| Sponsors: | Public Works, Facilities and Parks | | |
| Indexes: | | | |
| Code sections: | | | |
| Attachments: | 1. Board Report, 2. Attachment A - PSA with Harris & Associates, Inc.pdf, 3. Attachment B - PSA with Wallace Group, a California Corporation.pdf, 4. Completed Board Order Item No. 59, 5. Fully Executed Agreement - Harris & Associates, Inc | | |

| Date | Ver. | Action By | Action | Result |
|-----------|------|----------------------|-------------------------------|--------|
| 6/15/2021 | 1 | Board of Supervisors | approved - rma administration | Pass |

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- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Standard Agreements and future amendments to the Agreements where the amendments do not increase the approved Agreement amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Professional Service Agreements with the following two (2) contractors: Harris & Associates, Inc. and Wallace Group, a California Corporation, to provide engineering reports to determine annual maintenance requirements and capital improvement needs for selected County Service Areas (CSAs) and on-call engineering services for a variety of infrastructure upgrade and repair projects for CSAs and County Sanitation Districts (CSDs) pursuant to RFP #10782, Harris & Associates, Inc. amount not to exceed \$500,000 and Wallace Group, a California Corporation, amount not to exceed \$500,000 for a combined total of \$1,000,000, for a term of three (3) years beginning June 1, 2021 to May 31, 2024, with the option to extend each Agreement for up to two (2) additional years; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute the Professional

Service Agreements and future amendments to the Agreements where the amendments do not increase the approved Agreement amount.

SUMMARY:

The recommended actions would allow for the approval of a Professional Service Agreement (PSA) with Harris & Associates, Inc., in the amount of \$500,000 (Attachment A) and Wallace Group, a California Corporation, in the amount of \$500,000 (Attachment B) to provide on-call CSA and CSD engineering support for infrastructure maintenance and repairs, engineering reports to assess infrastructure condition and determine funding levels required for fiscal sustainability, specialty reviews and technical studies, development and management of Proposition 218 elections to set special assessments, and related activities.

DISCUSSION:

County of Monterey Department of Public Works, Facilities, & Parks (PWFP) administers thirty-seven (37) active CSAs under the direction of the County Board of Supervisors. Most of the CSAs are currently underfunded and require new or increased assessments to provide the necessary maintenance and repairs to the infrastructure. PWFP staff has implemented a work plan to identify and inventory specific CSA infrastructure needs and has currently completed Engineer's Reports for three (3) of the CSAs. The PSAs will allow for the preparation of engineering and infrastructure reports for the remainder of the CSAs to identify annual maintenance requirements, capital improvement projects, and required funding levels to complete these tasks. The scope of these agreements will also include implementation of Proposition 218 Elections, where necessary, to establish rates that can provide financial sustainability for the CSAs. Finally, the PSAs will allow for on call engineering support for individual maintenance and repairs to roads, storm drainage, open space, and related projects on an as-needed basis.

PWFP also manages three (3) sanitation (wastewater) collection systems: Pajaro County Sanitation District, Boronda County Sanitation District, and CSA 75-Chualar which has a sanitation system in addition to other active CSA services. These CSDs require ongoing engineering support for sanitation system projects, repairs, and upgrades to all sanitation system components, including but not limited to: gravity lines and force mains, manholes, lift stations, pumps, generators, electrical systems, and new development within the districts.

On December 24, 2020 the County issued Request for Proposals (RFP) #10782 to solicit proposals from qualified contractors for engineering reports to determine annual maintenance requirements and capital improvement needs for selected CSAs and on-call engineering services for a variety of infrastructure upgrade and repair projects for CSAs and CSDs. The County received three (3) responsive proposals. Following staff's review and evaluation of the proposals, Harris & Associates, Inc. (Harris) and Wallace Group, a California Corporation (Wallace), were selected for award based on their qualifications. Harris and Wallace submitted proposals which demonstrate their expertise and capabilities; capacity to abide by all local, state, and federal regulations; and to provide all labor, materials, tools, equipment, and supervision necessary to provide engineering services solicited through RFP #10782, in accordance with County policies and State laws.

Approval of the recommended actions will allow for the issuance of two (2) PSAs for engineering services, one with Harris in an amount not to exceed of \$500,000 and the second with Wallace in an amount not to exceed of \$500,000, for a combined total of \$1,000,000, each for a period of three (3) years beginning June 1, 2021 to May 31, 2024, with the option to extend each PSA for two (2) additional years.

OTHER AGENCY INVOLVEMENT:

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

FINANCING:

There is no impact to the General Fund as a result of this recommendation. The costs associated with these engineering services will be funded within the Adopted Budget for the individual special district for which the work is performed.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

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

Check the related Board of Supervisors Strategic Initiatives:

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

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Shawne Ellerbee, Assistant Director of Public Works, Facilities & Parks

Approved by: Randy Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities & Parks

Attachments:

Attachment A - PSA with Harris & Associates, Inc.

Attachment B - PSA with Wallace Group, a California Corporation