



County of Monterey

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

Board Report

File #: 17-0009, Version: 1

- a. Approve Amendment No. 4 to Professional Services Agreement No. A-12567 with Schaaf and Wheeler and Amendment No. 4 to Professional Services Agreement No. A-12577 with Wallace Group to continue to provide services associated with on-call County Service Area (CSA)/County Sanitation District (CSD) engineering services (Request for Qualifications No. 10249) to extend the expiration date from January 25, 2017 for one (1) additional year through January 25, 2018, for a revised term from January 25, 2012 to January 25, 2018, with no associated dollar amount increase to the total not to exceed amount of \$200,000 for the respective Professional Services Agreement;
- b. Approve Amendment No. 4 to Professional Services Agreement, with Whitley Burchett & Associates, Inc. to continue to provide Services associated with on-call County Services Area (CSA)/County Sanitation District (CSD) engineering services (Request for Qualifications No. 10249) to extend the expiration date from January 25, 2017 for one (1) additional year through January 25, 2018, for a revised term from January 25, 2012 to January 25, 2018, with no associated dollar amount increase to the total not to exceed amount of \$100,000 for said Agreement;
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 4 to each Professional Services Agreement; and
- d. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute future amendments which extend the term beyond the original term authorized in Request for Qualifications No. 10249 where the amendments do not significantly alter the scope of work or change the approved amount of the respective Professional Services Agreement.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 4 to Professional Services Agreement No. A-12567 with Schaaf and Wheeler and Amendment No. 4 to Professional Services Agreement No. A-12577 with Wallace Group to continue to provide services associated with on-call County Service Area (CSA)/County Sanitation District (CSD) engineering services (Request for Qualifications #10249) to extend the expiration date from January 25, 2017 for one (1) additional year through January 25, 2018, for a revised term from January 25, 2012 to January 25, 2018, with no associated dollar amount increase to the total not to exceed amount of \$200,000 for the respective Professional Services Agreement; and
- b. Approve Amendment No. 4 to Professional Services Agreement, with Whitley Burchett & Associates, Inc. to continue to provide Services associated with on-call County Services Area (CSA)/County Sanitation District (CSD) engineering services (Request for Qualifications #10249) to extend the expiration date from January 25, 2017 for one (1) additional year through January 25, 2018, for a revised term from January 25, 2012 to January 25, 2018, with no associated dollar amount increase to the total not to exceed amount of \$100,000 for said Agreement; and
- c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 4 to each Professional Services Agreement; and
- d. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute future amendments which extend the term beyond the original term authorized in Request for Qualifications #10249 where the amendments do not significantly alter the scope of work or change the approved amount of the respective Professional Services Agreement.

SUMMARY:

Over the last five (5) years, the County of Monterey's Resource Management Agency (RMA) has established several on-call agreements by prequalifying professional firms in specialized fields. The purpose of having on-call consultants is to expedite the procurement process when needing specialized expertise from a professional firm when County staff lacks the expertise or when the volume of work exceeds RMA's capacity. These on-call agreements are utilized across the RMA, and at times used by other County Departments, for specialized engineering expertise as needed for specific operations and capital projects.

DISCUSSION:

The RMA has identified a need for Schaaf & Wheeler, Wallace Group, and Whitley Burchett & Associates, Inc. to continue to provide Services associated with on-call County Service Area (CSA)/County Sanitation District (CSD) engineering Services to assist the CSA/CSD Division staff in areas related to sanitation, storm drainage, and other public works projects.

Amendment No. 4 to each Professional Services Agreement (PSA) between the County and Schaaf & Wheeler, Wallace Group, and Whitley Burchett & Associates, Inc. will extend the expiration date of each PSA from January 25, 2017 for one (1) additional year through January 25, 2018, beyond the anticipated five (5) year PSA term allowed per Request for Qualifications (RFQ) #10249, for a revised term of six (6) years from January 25, 2012 to January 25, 2018, with no associated dollar amount increase to the total not to exceed amount of \$200,000 for the PSAs with Schaaf & Wheeler and Wallace Group, and to the total not to exceed amount of \$100,000 for the PSA with Whitley Burchett & Associates, Inc. Given that RMA has an ongoing need for these services, additional time beyond the original term of each PSA authorized per RFQ #10249 will be required through January 25, 2018 while County staff works to procure these services under a new RFQ.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller's Office have reviewed and approved Amendment No. 4 to each PSA as to form and legality, and fiscal provisions, respectively.

FINANCING:

There is no impact to the General Fund as a result of this action. Amendment No. 4 to each of the PSAs between the County and Schaaf & Wheeler, Wallace Group, and Whitley Burchett & Associates, Inc. provide for a term extension of one (1) additional year from January 25, 2017 to January 25, 2018, with no associated dollar amount increase to the previously approved total not to exceed amount of \$200,000 for the PSAs with Schaaf & Wheeler and Wallace Group and approved total not to exceed amount of \$100,000 for the PSA with Whitley Burchett & Associates, Inc. Services provided by Schaaf & Wheeler, Wallace Group, and Whitley Burchett & Associates, Inc., will be reimbursed from the prospective funding source from each CSA/CSD budget specific to individual projects.

Prepared by: Lynette Redman, Management Analyst III, (831) 796-6038

Approved by: Shawne Ellerbee, RMA Deputy Director of Administrative Services

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

Attachments:

Attachment A - Summary of PSAs

Attachment B - Amendment No. 1 to PSA with Schaaf & Wheeler

Attachment C - Amendment No. 2 to PSA with Schaaf & Wheeler

Attachment D - Amendment No. 3 to PSA with Schaaf & Wheeler

Attachment E - Amendment No. 4 to PSA with Schaaf & Wheeler

Attachment F - PSA with Schaaf & Wheeler

Attachment G - Amendment No. 1 to PSA with Wallace Group

Attachment H - Amendment No. 2 to PSA with Wallace Group

Attachment I - Amendment No. 3 to PSA with Wallace Group

Attachment J - Amendment No. 4 to PSA with Wallace Group

Attachment K - PSA with Wallace Group

Attachment L - Amendment No. 1 to PSA with Whitley Burchett & Associates, Inc.

Attachment M - Amendment No. 2 to PSA with Whitley Burchett & Associates, Inc.

Attachment N - Amendment No. 3 to PSA with Whitley Burchett & Associates, Inc.

Attachment O - Amendment No. 4 to PSA with Whitley Burchett & Associates, Inc.

Attachment P - PSA with Whitley Burchett & Associates, Inc.

(Attachments on file with the Clerk of the Board)