



Board Report

File #: A 20-409, Version: 1

- a. Approve Amendment No. 1 to Standard Agreement with Associated Right of Way Services, Inc. (A-13795), Multi-Year Agreement #3000*3529 LLC, to continue to provide on-call real estate appraisal and acquisition services under Request for Qualifications #1702, to increase the not-to-exceed amount by \$200,000 for a total amount not-to-exceed \$500,000 and to extend the expiration date for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021; and
- b. Approve Amendment No. 1 to Standard Agreement with Bender Rosenthal, Inc. (A-13796), Multi-Year Agreement #3000*3533, to continue to provide on-call real estate appraisal and acquisition services, under Request for Qualifications #1702, to increase the not-to-exceed amount by \$100,000 for a total amount not-to-exceed \$400,000 and to extend the expiration date for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021; and
- c. Approve Amendment No. 1 to Standard Agreements with Overland, Pacific & Cutler, LLC (A-13798), Multi-Year Agreement #3000*3532, to continue to provide on-call real estate appraisal and acquisition services under Request for Qualifications #1702, to increase the not-to-exceed amount by \$250,000 for a total amount not-to-exceed \$550,000 and to extend the expiration date for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021; and
- d. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to each Standard Agreement and future amendments to each Agreement where the amendments do not significantly alter the scope of work or increase the approved amount of each Agreement.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 1 to Standard Agreement with Associated Right of Way Services, Inc. (A-13795), Multi-Year Agreement #300*3529, to continue to provide on-call real estate appraisal and acquisition services under Request for Qualifications #1702, to increase the not-to-exceed amount by \$200,000 for a total amount not-to-exceed \$500,000 and to extend the expiration date for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021; and
- b. Approve Amendment No. 1 to Standard Agreement with Bender Rosenthal, Inc. (A-13796), Multi-Year Agreement #3000*3533, to continue to provide on-call real estate appraisal and acquisition services under Request for Qualifications #1702, to increase the not-to-exceed amount by \$100,000 for a total amount not-to-exceed \$400,000 and to extend the expiration date for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021; and
- c. Approve Amendment No. 1 to Standard Agreements with Overland, Pacific & Cutler, LLC (A-13798), Multi-Year Agreement #3000*3532, to continue to provide on-call real estate appraisal and acquisition services under Request for Qualifications #1702, to increase the not-to-exceed amount by \$250,000 for a total amount not-to-exceed \$550,000 and to extend the expiration date for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021; and
- d. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to each Standard Agreement and future amendments to each Agreement where the amendments do not significantly alter the scope of work or increase the approved amount of each Agreement.

SUMMARY:

The Resource Management Agency (RMA) has established several on-call Standard Agreements (SAs) for

specialized services when County staff requires special expertise or when the volume of work exceeds staff's capacity to manage in a timely manner. On-call SAs are utilized across the RMA and by other County Departments for specialized expertise in operations and specific facility and capital projects. In general, the services include real estate appraisal and acquisition services.

These amendments would increase the capacity of each SA to accommodate services when/if project funding is available. SA amounts vary since some were used more so than others, due to locality, readiness and expertise.

DISCUSSION:

In December 2017, Associated Right of Way Services, Inc., Bender Rosenthal, Inc., Briggs Field Services, Inc., and Overland, Pacific & Cutler, LLC, were selected for their expertise and capabilities necessary to provide real estate appraisal and acquisition services on an "on-call" basis for various projects located in Monterey County, California, under a competitive selection process in accordance with County policies and State and Federal laws as set forth under Request for Qualifications (RFQ) #1702.

The RMA has identified a need to extend the term of the SA with Briggs Field Services, Inc. without an increase to the amount of this SA. The December 5, 2017 Board action authorized the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute said Standard Agreements and future amendments to said Agreements where the amendments do not significantly alter the scope of work or change the approved amount of said Agreements. Therefore, the extension of the term of the SA with Briggs Field Services, Inc. will be processed through Contracts/Purchasing as authorized by the Board on December 5, 2017.

The RMA has identified a need to extend the term and increase the amount of the SAs with three (3) out of the four (4) consultants to continue to provide on-call real estate appraisal and acquisition services that may be required to assist the RMA. Amendment No. 1 to the SA with Associated Right of Way Services, Inc. will increase the not-to-exceed amount of \$300,000 by \$200,000 for a total amount not-to-exceed \$500,000 for the SA. Amendment No. 1 to the SA with Bender Rosenthal, Inc. will increase the not-to-exceed amount of \$300,000 by \$100,000 for a total amount not-to-exceed \$400,000 for the SA. Amendment No. 1 to the SA with Overland, Pacific & Cutler, LLC will increase the not-to-exceed amount of \$300,000 by \$250,000 for a total amount not-to-exceed \$550,000 for the SA. Amendment No. 1 to each of the SAs will extend the expiration date of the SA from December 5, 2020 for one (1) additional year through December 5, 2021, for a revised term from December 5, 2017 to December 5, 2021.

Attachment A provides a summary of each SA to date and Attachment B provides a summary of each SA's annual expenditures and current balance.

OTHER AGENCY INVOLVEMENT:

The Office of the County Counsel and the Auditor-Controller's Office have reviewed and approved each Amendment No. 1 as to form, and fiscal provisions, respectively.

FINANCING:

Services provided by each consultant will be reimbursed from the respective funding source for each project. Costs associated with services provided by these on-call consultants and funding will be contained within the approved budget allocations of the individual departments authorizing the use of these on-call SAs. Requests for funding beyond project budgets will be taken to the Board of Supervisors for approval. For the RMA, 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 on-call services will be used to provide the right-of-way acquisition services for projects that improve the quality of life for County residents. The recommended action supports the Board of Supervisors' Strategic Initiatives as indicated below:

☐ Economic Development
☐ Administration
☐ Health and Human Services
☒ Infrastructure
☒ Public Safety

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Reviewed by: Randell Ishii, M.S., P.E. P.T.O.E., Chief of Public Works

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

Attachments:

Attachment A-Summary of SAs

Attachment B-Summary of SAs Annual Expenditures and Balance

Attachment C-Amendment No. 1 to SA with Associated Right of Way Services, Inc.

Attachment D-Amendment No. 1 to SA with Bender Rosenthal, Inc.

Attachment E-Amendment No. 1 to SA with Overland, Pacific & Cutler, LLC

Attachment F-SA with Associated Right of Way Services, Inc.

Attachment G-SA with Bender Rosenthal, Inc.

Attachment H-SA with Overland, Pacific & Cutler, LLC

(Attachments are on file with the Clerk of the Board)