



Board Report

File #: A 22-536, Version: 1

- a. Approve Amendment No. 1 to Professional Services Agreement No. A-15327, Multi-Year Agreement #3200*5732, with Wallace Group, a California Corporation to continue to provide on-call 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 the CSAs and County Sanitation Districts (CSDs), Request for Proposals #10782, to increase the not-to-exceed amount by \$500,000 for a total amount not-to-exceed \$1,000,000 with no extension to the term from June 1, 2021 to May 31, 2024, with the option to extend the term for up to two (2) additional years; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to Professional Services Agreement No. A-15327 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Amendment No. 1 to Professional Services Agreement No. A-15327, Multi-Year Agreement #3200*5732, with Wallace Group, a California Corporation to continue to provide on-call 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 the CSAs and County Sanitation Districts (CSDs), Request for Proposals #10782, to increase the not-to-exceed amount by \$500,000 for a total amount not-to-exceed \$1,000,000 with no extension to the term from June 1, 2021 to May 31, 2024, with the option to extend the term for up to two (2) additional years; and
- b. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to Professional Services Agreement No. A-15327 and future amendments to the Agreement where the amendments do not significantly alter the scope of work or increase the approved Agreement amount.

SUMMARY:

The Department of Public Works, Facilities and Parks (PWFP) has established several on-call Professional Services Agreements (PSAs) for specialized services when County staff requires special expertise or when the volume of work exceeds capacity to manage in a timely manner. On-call PSAs are utilized by PWFP and other County Departments for specialized expertise in operations, management and specific facility and capital projects. Amendment No. 1 to PSA (A-15327) with Wallace Group, a California Corporation (Wallace) - would increase the not-to-exceed amount of the PSA to provide future on-call services.

DISCUSSION:

Wallace and Harris & Associates, Inc. were selected for their expertise and capabilities necessary to provide on-call engineering reports and services for County CSAs and CSDs under a competitive selection process in accordance with County policies and State and Federal laws under Request for Proposals (RFP) #10782.

PWFP has identified a need to increase the not-to-exceed amount of the PSA with Wallace to continue to provide on-call engineering reports and services for the CSAs and CSDs. The on-call PSA will augment the need for services when the volume of work exceeds PWFP's capacity, and to provide professional specialized engineering expertise that PWFP does not have. Amendment No. 1 (Attachment A) to the PSA between the County and Wallace will increase the not-to-exceed amount of \$500,000 by \$500,000 for a total amount not-to-exceed \$1,000,000 with no extension to the term from June 1, 2021 to May 31, 2024, with the option to extend

the term for up to two (2) additional years.

The additional increase is primarily needed for engineering services in support of water and wastewater projects funded by the Board-approved American Rescue Plan Act (ARPA) Program. The projects are largely located in CSAs, CSDs and County Parks. Presently, approximately \$400,000 worth of ARPA related service task orders are underway with Wallace. PWFP staff estimates that another \$200,000 will be needed for ARPA work within the next year. Time is of the essence for this, as the program expires in 2024.

Attachments B and C, provided for reference, include PSA No. A-15327 and a summary of the annual expenditures and balance of the PSA to date.

OTHER AGENCY INVOLVEMENT:

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

FINANCING:

The increased PSA amount proposed with this action is not currently allocated to any specific project. Services provided will be budgeted and reimbursed from the respective funding source of each project. Costs associated with services provided and funding will be contained 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 and Fund 404 Facilities Master Plan Projects.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The recommended action supports the Board of Supervisors Strategic Initiatives for Health & Human Services, Infrastructure and Public Safety and enables PWFP to complete essential services related to CSA and CSD infrastructure and maintenance needs.

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

Prepared by: Tom Moss, PG, QSD, Senior Water Resources Hydrologist, (831) 755-5847
Bonnie Perez, Management Analyst II

Reviewed by: 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. 1 to PSA

Attachment B - PSA.

Attachment C - Summary of PSA Annual Expenditures and Balance