



County of Monterey

Item No.

Board Report

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

Legistar File Number: A 24-562

December 03, 2024

Introduced: 11/15/2024

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve Amendment No. 2 to Professional Services Agreement No. A-15640, Multi-Year Agreement #3200*6174, with Harris & Associates, Inc. to provide on-call civil engineering services for transportation projects in Monterey County under RFQ #10806, to update the hourly billing rates, extend the term for two additional years through December 6, 2026, for a revised term from December 7, 2021 to December 6, 2026, and increase not to exceed maximum by \$1,000,000 to a total of \$4,000,000;
- b. Approve additional term extensions to Professional Services Agreement No. A-15640 under RFQ #10806 beyond the anticipated five-year term of the RFQ with no increase to the dollar amount or change in the scope of work to allow continuity of services for active projects initiated during the anticipated five-year term of the Agreement, subject to review and approval by the Office of the County Counsel and the Contracts & Purchasing Officer or their designee; and
- c. Authorize the Contracts & Purchasing Officer or their designee to execute Amendment No. 2 to Professional Services Agreement No. A-15640 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. 2 to Professional Services Agreement No. A-15640, Multi-Year Agreement #3200*6174, with Harris & Associates, Inc. to provide on-call civil engineering services for transportation projects in Monterey County under RFQ #10806, to update the hourly billing rates, extend the term for two additional years through December 6, 2026, for a revised term from December 7, 2021 to December 6, 2026, and increase not to exceed maximum by \$1,000,000 to a total of \$4,000,000
- b. Approve additional term extensions to Professional Services Agreement No. A-15640 under RFQ #10806 beyond the anticipated five-year term of the RFQ with no increase to the dollar amount or change in the scope of work to allow continuity of services for active projects initiated during the anticipated five-year term of the Agreement, subject to review and approval by the Office of the County Counsel and the Contracts & Purchasing Officer or their designee; and
- c. Authorize the Contracts & Purchasing Officer or their designee to execute Amendment No. 2 to Professional Services Agreement No. A-15640 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 County of Monterey, Department of Public Works, Facilities and Parks (PWWP) 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 staff's capacity to manage in a timely manner. PWWP and other County Departments utilize their own on-call PSAs for specialized

expertise in operations, management and specific facility and capital projects.

The recommended actions would allow for the approval of Amendment No. 2 (Attachment A) to PSA No. A-15640 to update various provisions of the PSA, update the hourly billing rates, extend the expiration date, and increase the not to exceed amount to allow for continued on-call civil engineering services.

DISCUSSION:

In 2021, Harris & Associates, Inc. was one of eight consultants selected for their expertise and capabilities necessary to provide on-call civil engineering services for transportation projects within Monterey County under a competitive selection process in accordance with County policies and State and Federal laws under Request for Qualifications (RFQ) #10806.

PWFP has identified a need to increase the not to exceed amount of the PSA with Harris & Associates, Inc. and recommends that the County of Monterey Board of Supervisors (Board) approve the proposed Amendment No. 2 to the PSA to continue to allow civil engineering services for a variety of County projects.

Work in progress may extend beyond the maximum five-year term proposed in the RFQ, and the PSA shall continue to cover the term of on-call services for projects which were issued a notice to proceed until the services in relation to those projects have been completed. Per the stated objective, staff requests that the Board also authorize project-specific term extensions (as needed) beyond the maximum five-year term when these conditions exist. Any new projects initiated after the five-year term would require a new PSA under a separate procurement process.

Amendment No. 2 to the PSA will update various provisions, update the hourly billing rates, extend the expiration date from December 6, 2024 for two additional years through December 6, 2026, for a revised term from December 7, 2021 to December 6, 2026, and increase the not to exceed amount of \$3,000,000 by \$1,000,000 to a total maximum of \$4,000,000.

Attachments B through D, provided for reference, include Amendment No. 1 to the PSA, the PSA, and a summary of the PSA and 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. 2 as to form, and fiscal provisions, respectively.

FINANCING:

Costs for services provided by Harris & Associates, Inc. will be reimbursed from the respective funding source for each project and funding will be contained within the approved budget allocations of the individual departments authorizing use of this on-call PSA. For PWFP, 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 or Fund 404 Facility Master Plan Projects.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

These on-call services will allow for the planning and development of sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results, and further provides for adequate County facilities and infrastructure.

Economic Development

Administration

Health and Human Services

Infrastructure

Public Safety

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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 - Proposed Amendment No. 2 to PSA with Harris & Associates, Inc.

Attachment B - Amendment No. 1 to PSA with Harris & Associates, Inc.

Attachment C - PSA with Harris & Associates, Inc.

Attachment D - Summary of PSA and Annual Expenditures and Balance