



SUMMARY REPORT

Agenda Date: 7/12/2022

To: Sonoma County Board of Supervisors
Department or Agency Name(s): Regional Parks
Staff Name and Phone Number: Steve Ehret, 707-565-1107
Vote Requirement: Majority
Supervisory District(s): All

Title:

Regional Parks As-Needed Professional Services Agreements - Extensions

Recommended Action:

Authorize Chairperson of the Board of Supervisors to execute a two-year extension for forty-nine (49) existing As-Needed Professional Service Agreements covering eleven (11) different professional service disciplines. These disciplines include appraisal and acquisition, architectural & access compliance, biological resources, civil & bio-engineering, civil engineering - boat launch & marinas, cultural resources, environmental & regulatory processing, environmental site assessment, geotechnical engineering, land surveying, and traffic engineering. Regional Parks is recommending term extensions for all agreements for two years, and also recommends adding a new "shall not exceed" amount for twenty-two (22) of the agreements.

Executive Summary:

The adopted Five-Year Capital Project Plan for Regional Parks, approved by the Board on June 13, 2022 (<https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=5679328&GUID=F995D067-A556-4DA5-BC4A-143ACE3652E1&Options=&Search=>>) identifies 103 projects including regional trails, river and coastal access parks, community parks, and regional open space parks and preserves. The diverse and extensive list of projects recommended in the plan require a range of professional services. In order to expedite contracting for these services over the next three to five years, the Regional Parks Department proposes that multi-year as-needed agreements with several firms for each professional services discipline be utilized. The Purchasing Agent and County Counsel support this approach.

Regional Parks is requesting that the Board approve multi-year, as-needed professional service agreements for eleven (11) types of frequently used professional services: appraisal and acquisition, architectural and access compliance, biological resources, civil and biological engineering, civil engineering - boat launch and marinas, cultural resources, environmental and regulatory processing, environmental site assessment, geotechnical engineering, land surveying, and traffic engineering.

Discussion:

The original forty-nine (49) contracts were approved by your Board July 9, 2019, and contracting for services using multi-year, As-Needed Professional Service Agreements is consistent with the practice utilized by Regional Parks since 2009. In June of 2022, your Board accepted the Five-Year Capital Improvement Plan for the period Fiscal Year 2022-2023 through Fiscal Year 2026-2027. Extending this group of contracts for the acquisition, design, and development of parks has allowed the department to manage the current and near-

term project demands.

Regional Parks continues to realize significant and ongoing demand for the eleven (11) different professional service disciplines. These disciplines include appraisal and acquisition, architectural & access compliance, biological resources, civil & bio-engineering, civil engineering - boat launch & marinas, cultural resources, environmental & regulatory processing, environmental site assessment, geotechnical engineering, land surveying, and traffic engineering. These services are important for developing success design solution to complex park and recreation projects, environmental review and compliance, and for completing due diligence for property considered for parks.

Consultants are involved in projects that are ongoing or where additional phases of work are anticipated, and they have reached or are approaching the maximum amount available in their contracts. Regional Parks continues to coordinate with the Purchasing Agent and County Counsel to develop and maintain an acceptable approach to establishing and amending these agreements. Having As-Needed Agreements in place results in improved efficiency for Regional Parks, County Counsel, and Purchasing by significantly reducing the number of single-project Professional Service Agreements needed to be processed in order to complete the project in the Department's Five-Year Capital Improvement Plan. By eliminating the need to prepare individual requests for proposals, review, and process numerous contracts and associated board reports, staff costs can be minimized and project schedules can typically be shortened by two to six months. The expiration date for each extended Agreement shall be two years from the expiration date of the current contract term. Three months before the final expiration date of the active As-Needed Agreements, Regional Parks will publish a Request for Proposals for a new round of multi-year, As-Needed Agreements.

Staff will continue the practice of obtaining quotes from the multiple firms on the list for each particular project, thus ensuring the County is receiving the best price and product. As is standard with County As-Needed Agreements, there is no guarantee of any minimum amount of work for any consultant. The agreements' maximum shall-not-exceed amounts are based upon projects that are identified in the Department's accepted Five-Year Capital Improvement Plan. All funds expended will be consistent with the amounts appropriated for each project by the Board of Supervisors. The contract amounts also include contracting capacity for unforeseen projects that arise over the course of the contract period.

Forty-nine As-Needed Agreements are being recommended for two-year extensions, as set forth below. Each consultant Agreement is listed below, sorted by the eleven (11) professional services disciplines. The new expiration date for each Agreement will be July 9, 2024. The recommended new "shall not exceed" amount for twenty-two of the agreements is included in the list below:

1. Appraisal and Acquisition: Associated Right of Way Services, Inc.; Kathy Wood & Associates; Overland, Pacific & Cutler, LLC (OPC); Paragon Partners, Inc. (agreement assigned by Paragon Partners Ltd.; and Ward Levy Appraisal Group, Inc.
2. Architectural & Access Compliance: COAR Design Group (agreement assigned by GLASS ARCHITECTS); Owen Group, LP; RossDrulisCusenbery Architecture, Inc.; and STRATAap.
3. Biological Resources: Environmental Science Associates (ESA); Kleinfelder (agreement assigned by Garcia and Associates); Prunuske Chatham, Inc. (add \$100,000 to the "shall not exceed" amount for a new total contract amount of \$250,000); Sequoia Ecological Consulting, Inc. (add \$75,000 to the "shall not exceed" amount for a new total contract amount of \$225,000); Sonoma Ecology Center (add

- \$75,000 to the “shall not exceed” amount for a new total contract amount of \$225,000); and WRA, Inc.
4. Civil & Bio-Engineering: Alta Planning + Design (add \$400,000 to the “shall not exceed” amount for a new total contract amount of \$1,150,000); BKF Engineers; Brelje & Race Consulting Engineers (add \$400,000 to the “shall not exceed” amount for a new total contract amount of \$1,150,000); EBA Engineering (add \$500,000 to the “shall not exceed” amount for a new total contract amount of \$1,250,000); Environmental Science Associates (ESA) (add \$600,000 to the “shall not exceed” amount for a new total contract amount of \$1,350,000); Green Valley Consulting Engineers; Prunuske Chatham, Inc. (add \$400,000 to the “shall not exceed” amount for a new total contract amount of \$1,150,000); Questa Engineering Corporation (add \$600,000 to the “shall not exceed” amount for a new total contract amount of \$1,350,000); and Sonoma Resource Conservation District.
 5. Civil Engineering - Boat Launch & Marinas: Moffat & Nichol (add \$100,000 to the “shall not exceed” amount for a new total contract amount of \$600,000).
 6. Cultural Resources: Evans & De Shazo (add \$100,000 to the “shall not exceed” amount for a new total contract amount of \$200,000); Kleinfelder (agreement assigned by Garcia and Associates); and Sonoma State University - Anthropological Studies Center (add \$100,000 to the “shall not exceed” amount for a new total contract amount of \$200,000).
 7. Environmental & Regulatory Processing: Ascent Environmental; Environmental Science Associate (ESA); LSA Associates, Inc.; Prunuske Chatham, Inc. (add \$100,000 to the “shall not exceed” amount for a new total contract amount of \$350,000); Questa Engineering Corporation (add \$100,000 to the “shall not exceed” amount for a new total contract amount of \$350,000); and WRA, Inc. (add \$200,000 to the “shall not exceed” amount for a new total contract amount of \$450,000).
 8. Environmental Site Assessment: EBA Engineering (add \$25,000 to the “shall not exceed” amount for a new total contract amount of \$75,000); Harris & Lee Environmental Sciences, LLC; and West Yost Associates, Inc.
 9. Geotechnical Engineering: Brunsing Associates, Inc. (BAI); Geocon Consultants, Inc.; Kleinfelder, Inc. (add \$50,000 to the “shall not exceed” amount for a new total contract amount of \$150,000); Miller Pacific Engineering Group (add \$50,000 to the “shall not exceed” amount for a new total contract amount of \$150,000); and Reese & Associates.
 10. Land Surveying: BKF Engineers (add \$50,000 to the “shall not exceed” amount for a new total contract amount of \$150,000); Carlile Macy, Inc.; Cinquini & Passarino, Inc. (add \$100,000 to the “shall not exceed” amount for a new total contract amount of \$200,000); and Ray Carlson & Associates, Inc. (add \$50,000 to the “shall not exceed” amount for a new total contract amount of \$150,000).
 11. Traffic Engineering: Alta Planning + Design; TJKM Transportation Consultants; and W-Trans (add \$50,000 to the “shall not exceed” amount for a new total contract amount of \$150,000).

Strategic Plan:

N/A

Prior Board Actions:

Jun 13, 2022, Board accepted the Five-Year Capital Improvement Plan for the period Fiscal Year 2022-2023 through Fiscal Year 2026-2027.

July 13, 2021, Board approved an amendment to extend the term of seven (7) existing As-Needed Professional Service Agreements for Landscape Architectural Services.

July 9, 2019, Board approved executing fifty-one (51), new multi-year, As-Needed Professional Service Agreements covering eleven (11) different professional service disciplines.

April 17, 2018, Board approved an amendment to extend the term of fifty (50) existing Regional Parks As-Needed Professional Service Agreements covering eleven (11) different professional service disciplines, and increased the not exceed amounts in five (5) of those agreements.

July 11, 2017, Board approved seven (7) Regional Parks As-Needed Professional Services Agreements for Landscape Architectural Services.

June 6, 2017, Board approved an amendment to extend the terms of forty-two (42) existing Regional Parks As-Needed Professional Service Agreements that Regional Parks maintains with eleven (11) different professional service disciplines, and increased the not to exceed amounts in seven (7) of those agreements.

June 21, 2016, Board approved an amendment to extend the term of eight (8) existing Regional Parks As-Needed Agreements for Civil & Bio Engineering Services.

April 22, 2014, Board approved twenty-one (21) Regional Parks As-Needed Professional Service Agreements.

March 25, 2014, Board approved twenty-four (24) Regional Parks As-Needed Professional Service Agreements.

FISCAL SUMMARY

| Expenditures | FY 22-23 Adopted | FY23-24 Projected | FY 24-25 Projected |
|------------------------------------|-----------------------------|------------------------------|-------------------------------|
| Budgeted Expenses | | | |
| Additional Appropriation Requested | | | |
| Total Expenditures | | | |
| Funding Sources | | | |
| General Fund/WA GF | | | |
| State/Federal | | | |
| Fees/Other | | | |
| Use of Fund Balance | | | |
| Contingencies | | | |
| Total Sources | | | |

Agenda Date: 7/12/2022

Narrative Explanation of Fiscal Impacts:

No funds are specifically committed to these as-needed contracts. When work is required under one of these contracts it will be paid for from funds already budgeted in the FY 2022-23 Capital Budget..

| Staffing Impacts: | | | |
|---|---------------------------------|--------------------|--------------------|
| Position Title (Payroll Classification) | Monthly Salary Range (A-I Step) | Additions (Number) | Deletions (Number) |
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Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None

Related Items "On File" with the Clerk of the Board:

Forty-nine As-Needed Professional Service Agreements