



SUMMARY REPORT

Agenda Date: 12/17/2019

To: Board of Directors, Sonoma County Water Agency
Department or Agency Name(s): Sonoma County Water Agency
Staff Name and Phone Number: Dale Roberts / 707-547-1979
Vote Requirement: Majority
Supervisorial District(s): Fourth

Title:

Engineering and Design Services for Mechanical HVAC Systems at 404 Aviation Boulevard

Recommended Action:

In an ongoing effort to improve the operational efficiency of our building facilities:

- A) Authorize Sonoma County Water Agency's General Manager to execute the First Amended Agreement for Engineering and Design Services for Mechanical HVAC Systems at 404 Aviation Boulevard with GHD, Inc. to provide engineering and design services. The amended agreement increases the amount by \$104,540, expands the scope of work, and extends the agreement term by two years for a new not-to-exceed agreement total of \$135,740 and end date of January 30, 2022.
- B) Authorize Sonoma County Water Agency's General Manager to amend the agreement provided amendments do not cumulatively increase the total cost to Sonoma County Water Agency by more than 20 percent, while retaining authorities under Resolution 04-0547, extend the term, and make modifications to the scope of work.

(Fourth District)

Executive Summary:

The Sonoma County Water Agency (Sonoma Water) owns, operates, and maintains its main Administration Building (Building). Sonoma Water purchased the Building in 2002 and moved into the Building in early 2004. The Building was occupied by previous owners and tenants since 1992. The heating, ventilation, and air conditioning (HVAC) system for the building has been in operation since 1992 and is at the end of its useful life. GHD, Inc. (Consultant) performed an evaluation of alternatives for HVAC modifications in 2019. The recommendation is to modernize and implement retrofits of most of the outdated mechanical, structural, electrical, instrumentation, and control systems for the HVAC systems (Project). This retrofit would replace much of the HVAC system to extend its useful life and improve system efficiency. This professional services agreement will allow Sonoma Water to hire a consultant to design the recommended Project.

Discussion:

HISTORY OF ITEM/BACKGROUND

Sonoma Water's administration building at 404 Aviation Boulevard was constructed in 1992. The heating, ventilating, and air conditioning (HVAC) systems are at the end of their useful lives and in need of replacement.

The Building has two rooftop package variable air volume air conditioning (AC) units and a central boiler

system, which provides cooling and heating to a majority of the building, and fifteen rooftop package constant air volume AC units, which provides both cooling and heating to the remainder of the Building.

Sonoma Water entered into an agreement with Consultant in January 2019 to collect data and evaluate options for replacing the HVAC system with more energy efficient and cost effective HVAC systems. Of those evaluated, the option that proved to have the most cost effective life cycle cost was replacing the HVAC mechanical equipment in kind and modernizing the electrical, instrumentation, and controls systems. This option would also allow the Building to remain occupied without a costly relocation of staff during construction.

Under the proposed First Amended Agreement, Consultant will provide the full mechanical, electrical, and structural engineering design and related services for the HVAC systems at 404 Aviation Boulevard.

Sonoma Water and Consultant first entered into the Agreement for data collection and an alternatives evaluation report for HVAC redesign at 404 Aviation Boulevard, dated January 30, 2019 in the amount of \$31,200.

SELECTION PROCESS

Consultant was selected from a list of qualified mechanical and electrical engineering consultants developed from a competitive selection process in November 2018.

On September 19, 2019, Sonoma Water issued a Request for Statements of Qualifications to the following eight firms:

1. TEP Engineering, Santa Rosa, CA
2. Costa Engineers, Napa, CA
3. Trane, Petaluma, CA
4. 15000 Inc., Santa Rosa, CA
5. Ted Jacob Engineering Group (TJEG), Oakland, CA
6. GHD, Santa Rosa, CA
7. Meline Engineering Corp, Sacramento, CA
8. A & S Engineers, San Francisco, CA

The RFQ was also posted on Sonoma Water's and County of Sonoma Purchasing Department's websites.

The nine firms listed below submitted Statements of Qualifications (SOQs):

1. IMEG Corp, San Francisco, CA
2. A & S Engineers, San Francisco, CA
3. Sala O'Brien, Oakland, CA
4. Versa Engineering and Technology, Concord, CA
5. Costa Engineers, Napa, CA
6. EDesignC, Inc., San Francisco, CA
7. GHD, Santa Rosa, CA
8. Goss Engineering, Corona, CA
9. TJEG, Oakland

The following criteria were used to evaluate each firm:

- 1) Thoroughness of SOQ
- 2) Professional qualifications and demonstrated ability to perform the work
- 3) Exceptions to standard terms in the sample agreement

Consultant was selected for the subject work because of its extensive experience working with buildings and HVAC systems. Consultant's staff are familiar with Sonoma Water's Building and HVAC systems. Consultant has established a reputation locally for its ability to provide engineering and design of HVAC systems. Consultant has also previously successfully performed engineering and design work for Sonoma Water's building assets.

SERVICES TO BE PERFORMED

Under the proposed amended agreement, the consultant will provide mechanical, electrical, and structural engineering design and related services.

Amending this Agreement is necessary to add funds and expanded scope for the complete engineering design.

The additional cost is \$104,540, for a new not-to-exceed agreement total of \$135,740. The new end date is January 30, 2022.

The agreement includes two options for Sonoma Water to extend this agreement for a period of one year each by providing written notice to Consultant thirty days in advance of the expiration date of the agreement and of the first extension option.

Prior Board Actions:

N/A

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	\$104,540		
Additional Appropriation Requested			
Total Expenditures	\$104,540		
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$104,540		
Use of Fund Balance			
Contingencies			
Total Sources	\$104,540		

Narrative Explanation of Fiscal Impacts:

Budgeted amount of \$104,540 is available from FY 2019/2020 appropriations for the Internal Service Fund -

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Facilities. No additional appropriation is required.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Attachment 1: Amended Agreement with GHD, Inc.

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

None