



SUMMARY REPORT

Agenda Date: 4/30/2019

To: Board of Supervisors

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number: Johannes J. Hoevertsz 707-565-3580

Vote Requirement: Majority

Supervisorial District(s): All

Title:

On-Call Construction Management Services Agreements for Road and Bridge Infrastructure Improvement Projects

Recommended Actions:

- A) Authorize the Chair to execute on-call services agreements with five shortlisted construction management services consultants Coastland Civil Engineering, Inc., Green Valley Consulting Engineers, Inc., MNS Engineers, Inc., PSOMAS, and Vali Cooper & Associates, Inc., with a not-to-exceed amount of \$1,500,000 per agreement and a combined not-to-exceed amount of \$7,500,000, with terms of three years each.
- B) Delegate to the Director of Transportation and Public Works the authority to execute individual task orders under the agreements for any amount up to the not-to-exceed amounts for each agreement. ☐

Executive Summary:

This item requests that the Board of Supervisors execute agreements with five consultants who are experts in providing construction management and related services. The not to exceed value of each agreement is \$1,500,000, for a term of three years. On call services will augment county forces to deliver a steadily increasing volume of road improvement projects. This is a result of the long term investment made by the Board of Supervisors and the passage of SB1. This procurement replaces an on call list of construction management consultants which was authorized in 2015. Additionally, consultants will be available to assist in inspecting disaster recovery projects, including projects related to the February 2019 storms, October 2017 fires, and storms in January and February 2017.

Discussion:

On January 11, 2019, the Department issued a Request for Qualifications to provide on-call construction management services with the intent to complete the procurement and have on-call services available in time for the 2019 construction season. The Department received 10 proposals and selected the five most qualified firms. The selected firms are, in alphabetical order:

1. Coastland Civil Engineering, Inc.;
2. Green Valley Consulting Engineers, Inc.;

3. MNS Engineers, Inc.;
4. PSOMAS;
5. Vali Cooper & Associates, Inc.

The primary criteria for selection were: understanding of work, similar experience to required services, and technical ability and qualifications. Rates were required to be submitted, but were not used as selection criteria. A list of firms who submitted proposals, along with identification of those five proposers recommended for the shortlist is included with this Summary as “Attachment 1.”

There were three main reasons behind the decision to seek an on-call list of this nature:

1. Delivering current infrastructure projects: In 2012, the Board of Supervisors began an increased investment in road improvements. TPW is committed to maintaining the momentum to build these long term improvements. The ongoing work to deliver this commitment requires the full capacity of the Department’s Construction section as well as the additional capacity provided by these consultants.
2. Building long term capacity and resilience: There are multiple construction projects at various stages of design that form the Department’s recovery from these disasters. These Agreements dramatically increase the number of these projects that the Department can bring to construction each year.
3. Recovery and Resiliency Framework: One of the goals established as part of the Sonoma County Recovery and Resiliency Framework was for the Department to procure contracts that could be used to support disaster recovery. Maintaining a list of construction management consultants aligns with this goal, and will reduce response time for critical services to be delivered to the community.

The Request for Qualifications was prepared in accordance with the California Department of Transportation’s (Caltrans) “Two-step” method. This means the procurement includes a general scope of duties from which firms write a proposal and develop a cost estimate.

Should the Board approve the execution of the on-call Agreements as recommended, the Department will solicit individual projects from the shortlisted consultants using project-specific “task orders”. These task orders contain a specific scope of work and each shortlisted firm will have the opportunity to provide a detailed cost estimate based on the rates of compensation established in their original proposal. After reviewing responses from shortlisted firms, the Department will select a proposer and execute the individual task order for the project.

Though this method is time intensive at the beginning, it allows the Department to react quickly once the shortlist is established. A Request for Proposals can take from four to six months to go from proposal to executed contract, however, a task order can be advertised and awarded to a shortlisted firm in as little as two weeks.

While the Department may not use the full \$7.5 million value of these Agreements, the requested not-to-exceed limits provide flexibility and critical capacity to deliver the infrastructure and recovery projects

currently committed to, as well as for future disaster recovery efforts. If these Agreements are not approved, timely completion of current and future FEMA-funded projects could be jeopardized.

Prior Board Actions:

2015 Board approval of Construction management contracts

FISCAL SUMMARY

Expenditures	FY 18-19 Adopted	FY19-20 Projected	FY 20-21 Projected
Budgeted Expenses		\$1,500,000	\$1,500,000
Additional Appropriation Requested			
Total Expenditures		\$1,500,000	\$1,500,000
Funding Sources			
General Fund/WA GF		\$500,000	\$500,000
State/Federal		\$500,000	\$500,000
Fees/Other		\$500,000	\$500,000
Use of Fund Balance			
Contingencies			
Total Sources		\$1,500,000	\$1,500,000

Narrative Explanation of Fiscal Impacts:

Appropriations for the contracts will be included in the Roads Division Budget and funding will come from General Fund, Gas Taxes, Grants, or Disaster relief funds depending on the project. The annual expenditure amount for these services and contracts are only estimates.

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

Narrative Explanation of Staffing Impacts (If Required):**Attachments:**

Attachment 1: List of Proposals

Attachment 2: Agreement with Coastland Civil Engineering, Inc.

Attachment 3: Agreement with Green Valley Consulting Engineers, Inc.

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Attachment 4: Agreement with MNS Engineers, Inc.

Attachment 5: Agreement with PSOMAS

Attachment 6: Agreement with Vali Cooper & Associates, Inc.

Related Items “On File” with the Clerk of the Board: