



## SUMMARY REPORT

---

**Agenda Date:** 7/7/2020

---

**To:** Board of Supervisors

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

**Staff Name and Phone Number:** Johannes J. Hoevertsz 707-565-2231

**Vote Requirement:** Majority

**Supervisorial District(s):** Fifth

**Title:**

Award of Design/Engineering Services Agreement for 2019 Storm Repairs along Stewarts Point/Skaggs Springs Road.

**Recommended Action:**

Award and authorize the Chair to execute a professional services agreement with MGE Engineering, Inc. in the amount of \$1,602,441, plus a 10% contingency of \$160,244, for a total not-to-exceed amount of \$1,762,685 to provide design/engineering services to address damaged infrastructure along Stewarts Point/Skaggs Springs Road. (Fifth District)

**Executive Summary:**

Severe storm events in 2019 resulted in significant damage to roads and infrastructure maintained by the Department of Transportation and Public Works (TPW). Stewarts Point/Skaggs Springs Road, located west of Geyserville, has four sites in need of infrastructure repair that will require engineering design services. A request for proposals (RFP) was issued to solicit qualified civil engineering firms to submit to proposals to repair the sites. After a thorough review of responsive proposals, TPW is recommending entering into an agreement with MGE Engineering, Inc. to perform this engineering/design work. Costs associated with this contract are eligible for reimbursement from the Federal Highway Administration (FHWA) for 88.53% of the allowable costs. The balance (11.47%) of the contract will be funded through Road Fund sources of revenue.

**Discussion:**

TPW is requesting Board approval for assistance in the engineering and design of permanent repairs to storm damaged infrastructure along Stewarts Point/Skaggs Springs Road. Four sites along the road were severely damaged during a series of winter storms in 2019 including: a 150 foot slip out at post mile 13.61, a 30 foot slip out at post mile 13.97, a 500 foot landslide at post mile 19.67, and a 200 foot slip out at post mile 21.01. Temporary, emergency repairs have been completed enabling use of the roadway by County residents, but permanent repairs are needed to prevent further damage and ensure public safety.

TPW issued a RFP for design and engineering services on January 9, 2020. The RFP sought qualified engineering firms to provide design services for the storm damaged sites along Stewarts Point/Skaggs Springs Road. The project sites and specifications were posted on the County's Purchasing Department web portal,

with proposals due by February 6, 2020.

On February 6, 2020, proposals were received from the following firms: ADKO Engineering, Inc., BCA Engineers, CE&G Cal Engineering & Geology, Inc., MGE Engineering, Inc., OPAC Consulting Engineers, and TRC Engineers, Inc.

Following an evaluation MGE's proposal was ranked the highest by the ranking panel.

Staff then entered into negotiations with MGE Engineering, Inc., the highest ranked firm, and came to agreement on the scope and cost of services. That firm has recently completed the Caltrans Audits and Investigations review that is required for these types of projects.

Scope of Work:

The proposed agreement will provide for the selected firm to perform all work necessary to assist the County in engineering and designing permanent repairs to storm damaged infrastructure. Such services will include preliminary site assessments, pre-design investigations such as geotechnical and survey, engineering design, environmental documentation, and preparation of plans, specifications and estimates. Work will also include assistance with the bid package for construction, as well assistance with bid addendums and construction requests for information.

This project is eligible for FHWA reimbursement of 88.53%, with a local share of 11.47%. Project costs were included in the FY 20-21 Recommended Roads Capital Improvement Projects budget. Delay in starting this work could impact receipt of federal funding.

**Prior Board Actions:**

None

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 19-20 Adopted</b>	<b>FY20-21 Projected</b>	<b>FY 21-22 Projected</b>
Budgeted Expenses		\$1,602,441	
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>\$1,602,441</b>	
<b>Funding Sources</b>			
General Fund/WA GF		\$183,800	
State/Federal		\$1,418,641	
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>		<b>\$1,602,441</b>	

**Narrative Explanation of Fiscal Impacts:**

Appropriations for project costs are included in the Fiscal Year 2020-21 recommended Capital Improvements budget. TPW will use available Road Fund balance to fund initial project costs and anticipates reimbursement for 88.53% of the project costs through FHWA. Reimbursement is anticipated approximately one month after invoicing to FHWA. The balance of the project (11.47%) will be funded with through Road Fund sources of revenue, which include a combination of local, state, and federal sources, and the Department is exploring alternative funding strategies to in order to ensure adequate Road Fund liquidity in the event of COVID-19 budget shortfalls. TPW will be bringing a request to the Board in August to consider longer term financing options to cash flow disaster projects pending reimbursement from state and federal sources.

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

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

None.

**Attachments:**

Agreement

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

None