



## COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

### SUMMARY REPORT

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**Agenda Date:** 10/19/2021

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**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  
**Supervisory District(s):** Countywide

**Title:**

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

**Recommended Action:**

Authorize Sonoma County Water Agency's General Manager to execute the Third Amended Agreement for Engineering and Design Services for the Mechanical HVAC Systems at 404 Aviation Boulevard Project with GHD, Inc., in a form approved by County Counsel, to continue to provide engineering and design services. The amended agreement increases the amount by \$33,700; expands the scope of work to include design modifications, additional project management, and additional design engineering services during construction to accommodate building permit requirements required by Permit Sonoma and by Sonoma Water; and extends the agreement term one year for a new not-to-exceed agreement total of \$182,440 and term end date of January 30, 2023.

**Executive Summary:**

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. Their recommendation is to modernize and implement retrofits of most of the outdated mechanical, structural, electrical, instrumentation, and control systems for the HVAC systems (Project).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. Under this amended agreement, Consultant will continue to provide engineering and design services.

**Discussion:**

**HISTORY OF ITEM/BACKGROUND**

Sonoma Water's administration building at 404 Aviation Boulevard was constructed in 1992. The HVAC system located at the Building is at the end of its useful life and needs 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 provide 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 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.

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

The First Amended Agreement provided mechanical, electrical, and structural engineering, and control system design for HVAC systems at 404 Aviation Boulevard; increased the amount of the agreement by \$104,540; and added two years for a new term end date of January 30, 2022.

The Second Amended Agreement revised the scope of work to include Covid-19 considerations in the design and increased the amount of the agreement by \$13,000 for the additional work, with no change to the term end date.

This Third Amended Agreement increases the amount by \$33,700 to include design modifications, additional project management, and additional design engineering services during construction to accommodate building permit requirements required by Permit Sonoma and by Sonoma Water, and extends the agreement term by one year for a new agreement total of \$182,440 and term end date of January 30, 2023.

#### SELECTION PROCESS

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, Inc. Santa Rosa, CA
7. Meline Engineering Corp, Sacramento, CA
8. A & S Engineers, San Francisco, CA

The Request for Statements of Qualifications was also posted on Sonoma Water's and County of Sonoma Purchasing Department's websites.

The nine firms listed below submitted Statements of Qualifications:

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, Inc. Santa Rosa, CA
8. Goss Engineering, Corona, CA
9. TJEG, Oakland

The following criteria were used to evaluate each firm:

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

Nine firms were selected for the list of qualified consultants. Consultant was selected from the list of qualified consultants for the subject work because of its extensive experience working with buildings and HVAC systems. Consultant's staff have performed mechanical and electrical evaluations of Sonoma Water's 404 Aviation Boulevard building 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 other building assets.

#### SERVICES TO BE PERFORMED

Under the proposed amended agreement, Consultant will continue with the scope of work including the additional design modifications, project management, and design engineering services during construction to accommodate building permit requirements required by Permit Sonoma and by Sonoma Water.

The additional cost is \$33,700, for a new not-to-exceed agreement total of \$182,440. The new end date is January 30, 2023.

#### Prior Board Actions:

12/17/2019: Approved amended agreement between Sonoma Water and GHD, Inc., for Engineering and Design Services for Mechanical HVAC Systems at 404 Aviation Boulevard. Cost \$135,740; term end January 30, 2022.

#### FISCAL SUMMARY

<b>Expenditures</b>	<b>FY 21-22 Adopted</b>	<b>FY22-23 Projected</b>	<b>FY 23-24 Projected</b>
Budgeted Expenses	\$33,700		
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$33,700</b>		
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$33,700		
Use of Fund Balance			

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Contingencies			
<b>Total Sources</b>	<b>\$33,700</b>		

**Narrative Explanation of Fiscal Impacts:**

Budgeted amount of \$33,700 is available from FY 2021/2022 appropriations for the Internal Service Facilities Fund. No additional appropriation is required.

<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):**

N/A

**Attachments:**

None

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

None