



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: May 14, 2014
Board Meeting Date: June 17, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: On-Call Engineering Consulting Services for Capital Projects

RECOMMENDATION:

Adopt a Resolution authorizing on-call agreements with: Civil engineering firms: BKF Engineers, Inc., Bellecci & Associates, Inc. and Creegan + D'Angelo Engineers, a California Corporation; Structural engineering firms: Buehler & Buehler Structural Engineers, Inc., Cornerstone Structural Engineering Group, and Crosby Group; Geotechnical engineering firms: Rutherford + Chekene, Fugro Consultants, Inc., and ENGEO Incorporated; Mechanical engineering firms: ARUP North America Ltd., Interface Engineering, Inc., and Yei Engineers, Inc.; and Electrical engineering firms: Yei Engineers, Inc., ARUP North America Ltd. and Interface Engineering, Inc., to provide professional engineering services from July 1, 2014 through June 30, 2017, for an amount not to exceed \$500,000 per agreement, for an aggregate amount of \$7,500,000.

BACKGROUND:

The Department of Public Works (Department) maintains master agreements with "on-call" engineering consulting firms to provide services on an "as needed" basis. The "on-call" professional service process has expedited numerous County public works and capital projects over the years.

DISCUSSION:

A significant number of large capital projects are underway over the next several years. The Department does not have sufficient in-house engineering expertise, and relies on consultants to provide this service.

The Capital Projects section of the Department conducted a Request for Qualifications and Proposals (RFQP) to select consultants. A selection committee comprised of departmental staff reviewed and ranked the submissions received from qualified firms,

and made recommendations. The Department is submitting these recommendations with the selected consulting engineering firms.

By executing the agreements, the Department will have the ability to utilize the consultants' expertise in analyzing, reviewing, planning, designing, and engineering a variety of construction related projects. Tasks to be performed include: conducting preliminary investigations, due diligence, needs assessments and feasibility studies, conceptual and schematic design, calculations, plans and specifications, assist with permitting process, and provide construction oversight.

The Department will issue individual Work Orders including specific scope(s) of work and a not-to-exceed amount to individual consultants. The not-to-exceed amount for the individual Work Orders will vary; however, the cumulative sum of the Work Orders will not exceed the maximum amount of the Agreement. Any increase above the amount or term of the Agreement(s) would be submitted to your Board for approval.

The consultants have agreed to comply with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to, minimum insurance requirements, hold harmless clauses, and non-discrimination and equal benefits policies. County Counsel has reviewed and approved the Resolution and Agreements as to form.

Executing "on-call" Engineering Services agreements contributes to Shared Vision 2025 outcome of Collaborative Community by reducing the cost and time required to execute major construction and renovation projects in County facilities.

FISCAL IMPACT:

The terms of these Agreements will be for three years, from July 1, 2014 through June 30, 2017. The not to exceed amount for these agreements is \$500,000 per agreement, or \$7,500,000 in aggregate. The cost of these contracts will be funded by the budgets for the individual projects that are assigned to the consultant. These projects are generally funded by the Capital Projects Fund or the individual departments requesting the project.