



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: September 1, 2015
Board Meeting Date: October 20, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Retention of Consulting Firms for On-Call Professional Services

RECOMMENDATION:

Adopt a resolution authorizing on-call agreements with: Engineering Design firms: AECOM Technical Services, Quincy Engineering, and Wreco; Environmental Study and Document Preparation firms: David J. Powers & Associates, Kimley-Horn, and MIG/TRA; Structural Engineering firms: Cornerstone Structural Engineering Group, NV5, Quincy Engineering, and ZFA Structural Engineers; Surveying firms: BKF Engineers, Sandis, and Towill, Inc.; Hydraulic and Hydrologic Studies firms: AECOM Technical Services, Anchor QEA, LLC, and Wreco; Geotechnical Engineering firms: Fugro Consultants Inc., Geo-logic Associates, and Kleinfelder; Traffic Engineering and Analysis firms: DKS, Kimley-Horn, and TJKM; Biological Monitoring firms: BioMaAS, H.T. Harvey and Associates, and Swaim Biological Inc.; and Construction Management firms: AECOM Technical Services, Quincy Engineering, and Vali Cooper and Associates, for the term of October 20, 2015 through October 19, 2018, for an aggregate amount of \$10,000,000.

BACKGROUND:

The consultant selection procedures in the County of San Mateo's Administrative Memorandum B-1 and Contract Handbook were used to select consultants for the On-Call Engineering Professional Services Agreements. The Request for Proposals Process Matrix describing the process and selected firms is attached as Exhibit "A".

DISCUSSION:

On October 23, 2012, your Board adopted Resolution No. 072230, which authorized agreements with consulting firms for on-call engineering professional services for the Department of Public Works for the term of October 23, 2012 through October 22, 2015.

It is anticipated that a number of roadway, bridge, retaining wall, slide repair, drainage and other miscellaneous facility infrastructure projects will need to be designed and

constructed within the next three years. A majority of these projects will either repair deteriorated infrastructure or construct new infrastructure. In addition, environmental, hydraulic, and geotechnical analysis or studies may be required to complete the design and obtain the necessary environmental clearances and permits to construct the projects.

Retaining on-call consultants will enable the Department to utilize consultants with specific expertise for certain projects or project components, which may include engineering design, environmental study and document preparation, structural engineering, surveying, hydraulic and hydrologic engineering, geotechnical engineering, traffic engineering and analysis, biological monitoring, and construction management.

Proposals were solicited from engineering and environmental firms with expertise in specific categories, as outlined in Exhibit "A", by e-mail, through advertising in the newspapers and posting information to the Department's website. Department staff reviewed proposals submitted by fifty eight firms. Based on the results of the review, the Department is recommending that the firms listed in Exhibit "A" be retained to provide on-call professional consulting services for the various work categories on an as-needed basis. The consulting service agreements are for maximum amounts ranging from \$400,000 to \$800,000.

Consultants will be selected for specific projects by the Department and Task Orders will be issued to the firms, which will detail the requirements of the projects, including a scope of work and a not-to-exceed amount. The fees for individual Task Orders for specific projects will vary in value within the total contract amount. The sum of the fees for the various individual Task Orders, should the firm be assigned to more than one project, will not be greater than the not-to-exceed amount of the agreement. Any increase above the limit of the agreements would be brought back to your Board for approval.

County Counsel has reviewed and approved the resolution and agreements as to form.

Approval of this resolution will contribute to the Shared Vision 2025 outcome of a Livable Community by enabling the Department to expedite projects that can improve and maintain the integrity of various County infrastructure and protect the environment for the benefit of the public.

FISCAL IMPACT:

The term of the agreements will be for three (3) years from October 20, 2015 through October 19, 2018. Each On-Call Professional Service Agreement has a not-to-exceed amount ranging from \$400,000 to \$800,000, depending on the project category and number of firms to be retained for work in that category. The not to exceed amount for these agreements is \$10,000,000 in aggregate. Funds to pay for the assigned work will be from the appropriate funding source, which generally will be the Road Fund.

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There is no impact to the General Fund.

Attachment: Exhibit "A"

Exhibit “A”

Request for Proposals Process Matrix

On-Call Professional Services for

Public Works Projects within the County of San Mateo

Construction, Survey, Drafting, Design and Engineering Section

County of San Mateo Department of Public Works

1.	General Description of RFP	Provide on-call engineering professional services for Public Works projects in the following work categories: Category 1 – Engineering Design Category 2 – Environmental Study and Document Preparation Category 3 – Structural Engineering Category 4 – Surveying Category 5 – Hydraulic and Hydrologic Studies Category 6 – Geotechnical Engineering Category 7 – Traffic Engineering and Analysis Category 8 – Biological Monitoring Category 9 – Construction Management
2.	List of key evaluation criteria	Comparable firm experience, quality of firm and key staff, quality of experience of lead personnel, understanding of project requirements, project management, budget/financial controls, and schedules/timing.
3.	Where advertised	Examiner, and also posted on Public Works website.
4.	In addition to any advertisement, list others to whom RFP was sent	E-mailed forty-six (46) consulting firms in the Bay Area and California.
5.	Total number of RFP's sent to prospective proposers	Forty-six (46) consulting firms were emailed with a link to download the RFP from the Public Works website.

6.	Number of proposals received	<p>Fifty-eight (58) firms submitted proposals. Several firms submitted proposals for multiple categories. A breakdown of the number of proposals submitted for each category of work is listed as follows:</p> <p>Category 1 – Fourteen (14) Category 2 – Thirteen (13) Category 3 – Ten (10) Category 4 – Eight (8) Category 5 – Eight (8) Category 6 – Twelve (12) Category 7 – Seven (7) Category 8 – Eight (8) Category 9 – Ten (10)</p>	
7.	Who evaluated the proposals	Representatives from the Department of Public Works	
8.	In alphabetical order, names of proposers (or finalists, if applicable) and work category recommended for On-Call Services	Firm Name and Address	Contract – (Dollar Amount) in Category (list all categories)
		AECOM, Technical Services 100 W. San Fernando Street, Suite 200 San Jose, CA 95113	\$800,000 in Category 1 Engineering Design, Category 5 Hydraulic and Hydrologic Engineering, and Category 9 Construction Management
		Anchor QEA, LLC 130 Battery Street, Suite 400 San Francisco, CA 94111	\$400,000 in Category 5 Hydraulic and Hydrologic Engineering
		BioMaAS 1278 Indian Street, Suite 300 San Francisco, CA 94107	\$400,000 in Category 8 Biological Monitoring
		BKF Engineers 255 Shoreline Drive, Suite 200 Redwood City, CA 94065	\$400,000 in Category 4 Surveying
		Cornerstone Structural Engineering Group 40 Federal Street San Francisco, CA 94107	\$400,000 in Category 3 Structural Engineering
		David J. Powers & Associates 1871 The Alameda, Suite 200 San Jose, CA 95126	\$400,000 in Category 2 Environmental Study and Document Preparation
		DKS 1970 Broadway, Suite 840 Oakland, CA 94612	\$400,000 in Category 7 Traffic Engineering and Analysis

	Fugro Consultants, Inc. 1000 Broadway, Suite 440 Oakland, CA 94607	\$400,000 in Category 6 Geotechnical Engineering
	Geo-logic Associates 250 West First Street, Suite 228 Claremont, CA 91711	\$400,000 in Category 6 Geotechnical Engineering
	H.T. Harvey and Associates 983 University Avenue, Bldg. D Los Gatos, CA 95032	\$400,000 in Category 8 Biological Monitoring
	Kimely-Horn 6150 Stoneridge Mall Road, Suite 200 Pleasanton, CA 94588	\$600,000 in Category 2 Environmental Study and Document Preparation and Category 7 Traffic Engineering and Analysis
	Kleinfelder 6700 Knoll Center Parkway, Suite 120 Pleasanton, CA 94566	\$400,000 in Category 6 Geotechnical Engineering
	MIG/TRA 545 Middlefield Road, Suite 200 Menlo Park, CA 94025	\$400,000 in Category 2 Environmental Study and Document Preparation
	NV5 2025 Gateway Place, Suite 56 San Jose, CA 95110	\$400,000 in Category 3 Structural Engineering
	Quincy Engineering 2950 Buskirk Avenue, Suite 122 Walnut Creek, CA 94597	\$800,000 in Category 1 Engineering Design, Category 3 Structural Engineering, and Category 9 Construction Management
	Sandis 1700 West Winchester Boulevard Campbell, CA 95008	\$400,000 in Category 4 Surveying
	Swaim Biological, Inc. 4435 First Street PMB 312 Livermore, CA 94551	\$400,000 in Category 8 Biological Monitoring
	TJKM 4305 Hacienda Drive, Suite 550 Pleasanton, CA 94588	\$400,000 in Category 7 Traffic Engineering and Analysis
	Towill, Inc. 2300 Clayton Road, Suite 1200 Concord, CA 94520	\$400,000 in Category 4 Surveying
	Vali Cooper and Associates 2000 Powell Street, Suite 550 Emeryville, CA 94608	\$400,000 in Category 9 Construction Management
	Wreco 1243 Alpine Road, Suite 108 Walnut Creek, CA 94596	\$600,000 in Category 1 Engineering Design and Category 5 Hydraulic and Hydrologic Engineering

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	ZFA Structural Engineers 1390 El Camino Real San Carlos, CA 94070	\$400,000 in Category 3 Structural Engineering
<u>Total Contract Amount: \$10,000,000</u>		