



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 16-154

Board Meeting Date: 5/16/2017

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Agreements for Electrical Engineering on-call services for Public Works projects

RECOMMENDATION:

Adopt a resolution authorizing agreements with two Electrical Engineering firms: Arsenio Ortega and Ackerman Practicon, to provide "on-call" electrical engineering services for various County facilities construction projects, for the term of May 16, 2017 through May 15, 2020, for an amount not to exceed \$300,000 per agreement.

BACKGROUND:

The Department of Public Works (Department) regularly maintains a number of agreements with consulting firms to provide "on-call" services on an as needed basis. The on-call professional services process has expedited numerous County Public Works projects over the years.

DISCUSSION:

Over the next several years, a significant number of the County's facility systems will be undergoing electrical upgrades. This undertaking will require the expertise of electrical engineering consultants. Consultants will assist in: the coordination and assessments of existing systems, system inspections, testing and recommending energy efficient and cost-effective corrective measures. By executing the agreements, the Department will have the ability to utilize the Consultants' expertise in electrical systems to execute the tasks associated with the planning, design, construction and upgrades to the County's building systems.

The Department conducted a Request for Qualifications (RFQ) process and three consulting firms responded. A selection committee comprised of inter-departmental staff reviewed and ranked the submissions received from qualified firms, and made recommendations. We are recommending that "on call" agreements be executed with the two most qualified electrical engineering firms.

The Department will issue individual Work Orders including a scope of work and a not-to-exceed amount to the Consultant. 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. Increases above the amount or term of the agreement(s) would be submitted to your

Board for approval.

The resolution contains the County's standard provisions allowing amendment of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

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

Approval of these agreements will contribute to the Shared Vision 2025 outcome of a Collaborative Community by approaching construction and renovation projects in County facilities with fiscal accountability and concern.

FISCAL IMPACT:

The terms of these agreements are May 16, 2017 through May 15, 2020. The total maximum fiscal obligation for each agreement is \$300,000. The total maximum fiscal obligation for all agreements combined is \$600,000. The various individual Work orders will be funded through previously approved and appropriated projects.

Attachment: RFQ Matrix