



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 18-675

Board Meeting Date: 8/7/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: On-Call Structural Engineering Services for General Facilities Projects

RECOMMENDATION:

Adopt a resolution authorizing agreements with ZFA Structural Engineers and SOHA Engineers to provide on-call structural engineering services for general facilities, for the term of August 8, 2018 through August 7, 2021, for an amount up to \$300,000 per agreement, with a maximum aggregate amount of \$600,000.

BACKGROUND:

The Department of Public Works (Department) regularly maintains several agreements with on-call structural engineering firms to provide services on an “as needed” basis. The on-call professional service process has expedited numerous Department projects over the years.

DISCUSSION:

The Department is anticipating a significant number of facilities related projects within the next three years. The Department does not have in-house structural engineering expertise and relies on contractors to provide this service.

A Request for Proposals (RFP) process was used to select consultants. A selection committee comprised of Department staff reviewed and ranked the submissions received from 10 qualified firms, and made recommendations. The Department is recommending that your Board authorize on-call agreements with two structural engineering contractors providing the most favorable rates.

By executing the agreements, the Department will have the ability to utilize the firms’ expertise in completing certain tasks associated with structural analysis, design, peer review, and evaluation. The work may include, but will not be limited to, the design of new facilities, existing facilities, detention centers, health facilities, and hospitals.

The Department will issue individual Work Orders that outline the scope of work and a not-to-exceed amount to the firm. The not-to-exceed amount for individual Task 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 the Board for approval.

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

Approval of the “on-call” Structural Engineering Services contributes to the 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 maximum aggregate amount for the three agreements is \$600,000 or \$300,000 per agreement for the term of August 8, 2018 through August 7th, 2021. Funding for these agreements is included in the FY 2018-19 Adopted Budget. There is no additional impact to the General Fund.