



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 18-885

Board Meeting Date: 9/25/2018

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 an agreement with Buehler & Buehler Structural Engineers to provide on-call structural engineering services for general facilities, for the term of September 26, 2018 through September 26, 2021, for a maximum aggregate amount of \$300,000.

BACKGROUND:

The Department of Public Works (Department) regularly maintains a number of agreements with on-call structural engineering contractors 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 will be undertaken within the next three years. The Department does not have in-house structural engineering expertise and relies on outside contractors to provide this service.

A Request for Proposals (RFP) process was used to select a preferred consultant. A selection committee comprised of Department staff reviewed and ranked the submissions received from 10 qualified firms. The Department is recommending that your Board authorize an on-call agreement with the structural engineering consultant Buehler & Buehler Structural Engineers.

By executing the agreement, the Department will have the ability to utilize the contractor's 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 contractor. 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.

The Department is also requesting that your Board authorize the Director of Public Works or his/her designee to execute contract amendments, which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services provided the modified term or services is/are within the current or revised fiscal provisions. Any contract amendments above the Director's authority would be brought to your Board for approval.

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

Approval of the "on-call" Structural Engineering Services agreement 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 agreement is \$300,000 for the term of September 26, 2018 through September 26, 2021. Funding for this agreement is included in the FY 2018-19 Adopted Budget. There is no additional impact to the General Fund.

ATTACHMENTS: RFP Matrix