



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 21-829

Board Meeting Date: 10/19/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Ann M. Stillman, Interim Director, Department of Public Works
Subject: Retention of Consulting Firms for On-Call Engineering Professional Services

RECOMMENDATION:

Adopt a resolution authorizing:

- A) On-call engineering professional services Agreements with: Engineering Design Firms: AECOM Technical Services, Inc., BKF Engineers, Michael Baker International, Inc., and Quincy Engineering, Inc.; Environmental Study and Document Preparation Firms: Denise Duffy & Associates, Inc., Horizon Water and Environment, and Rincon Consultants, Inc.; Structural Engineering Firms: Biggs Cardosa Associates, Inc., Michael Baker International, Inc., and Quincy Engineering, Inc.; Surveying Firms: BKF Engineers, Sandis, and Towill, Inc.; Hydraulic and Hydrologic Studies Firms: Moffatt & Nichol, Inc., Northwest Hydraulic Consultants, Inc., and WRECO; Geotechnical Engineering Firms: Cal Engineering & Geology, GEI Consultants, Inc., and WRECO; Traffic Engineering and Analysis Firms: Iteris, Inc., Kimley-Horn and Associates, Inc., and W-Trans; Biological Monitoring Firms: BioMaAS, Inc., Denise Duffy & Associates, Inc., and Rincon Consultants, Inc.; Construction Management Firms: 4Leaf, Inc., AECOM Technical Services, Inc., and Park Engineering, Inc.; Pavement Condition Inspection and Calculations Firm: Quality Engineering Solutions, Inc., for the term of October 19, 2021 through October 18, 2024, for an aggregate amount of \$23,400,000, and
- B) The Director of Public Works to execute contract amendments to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services as long as the modified term of services is/are within the current or revised fiscal provision.

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, 2018, this Board adopted Resolution No. 076242 (a-v), which authorized agreements with consulting firms for on-call engineering professional services for the Department of Public Works (Department) for the term of October 23, 2018 through October 22, 2021.

Retaining on-call consultants enables 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, construction management, and pavement condition inspection and calculations. It is anticipated that roadway, bridge, retaining wall, slide repair, drainage, and other miscellaneous facility infrastructure projects may need to be designed and constructed within the next three years. These projects may include required repair work to deteriorated infrastructure or construction of new infrastructure. Additionally, 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.

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 newspaper, and by posting information to the Department’s website and the County’s Public Purchase website. Department staff reviewed proposals submitted by Fifty-nine (59) 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 \$300,000 to \$1,500,000.

Consultants will be selected for specific projects by the Department and Task Orders will be issued to the firms. The Task Orders will detail the requirements of the projects, including a scope of work and a not-to-exceed amount. Fees for individual Task Orders for specific projects or 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. The Department is also requesting that this Board authorize the Director or Director’s 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 this Board for approval.

The term of the agreements will be for three (3) years from October 19, 2021 through October 18, 2024 with the option to extend the agreement for two (2) additional years for one time, if needed.

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

FISCAL IMPACT:

Each On-Call Professional Service Agreement has a not-to-exceed amount ranging from \$300,000 to \$1,500,000, depending on the project category and number of firms to be retained for work in that category. Funds to pay for the assigned work will be from the appropriate funding source, which will include the Road Fund. There is no impact to the General Fund.

Attachment: Exhibit "A"