



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 6/18/2019

Agenda Placement: 6FF

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** Sonja El-Wakil, Associate Engineer - (707) 259-8383

**SUBJECT:** On-Call Geotechnical Engineering, Materials Testing and Inspection Services, and Other Miscellaneous Engineering Services: Professional Services Agreements

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### **RECOMMENDATION**

Director of Public Works requests approval of and authorization for the Chair to sign the following agreements for a maximum of \$200,000 per fiscal year per agreement for the term June 18, 2019 through June 30, 2020 with an automatic one-year renewal option for up to two additional years to provide on-call geotechnical engineering, materials testing, and inspection services, for various capital improvement projects:

1. Miller Pacific Engineering Group; and
2. Geocon Consultants, Inc.

### **EXECUTIVE SUMMARY**

Approval of these agreements will provide for on-call geotechnical engineering, materials testing, inspection services, etc. for various capital improvement design and construction projects. Geotechnical engineering services are required to ensure that County's improvement projects are designed in accordance with geotechnical engineering recommendations based on the analysis of site conditions. Materials testing and inspection services are required to ensure that materials and installation of materials during construction are in accordance with the project plans and specifications and all relevant codes.

### **FISCAL IMPACT**

Is there a Fiscal Impact?            Yes

Is it currently budgeted?            Yes

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Where is it budgeted?	Various Capital Improvement Project budgets
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The proposed Professional Services Agreements will provide required geotechnical engineering and materials testing services for various upcoming County's design and construction projects.
Is the general fund affected?	No
Future fiscal impact:	The proposed agreements have automatic renewal provisions through June 30, 2022. Appropriations will be budgeted accordingly in future fiscal years.
Consequences if not approved:	Geotechnical engineering and materials testing services will not be provided and the projects will not be constructed.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Geotechnical engineering and materials testing and inspection services are critical elements in the delivery of capital improvement projects by the Department of Public Works. Geotechnical engineering services are required to ensure the County's improvement projects are designed in accordance with geotechnical engineering recommendations based on the analysis of site soil conditions. Materials testing and inspection services are required to ensure that materials and installation of materials during construction are in accordance with the project plans and specifications and all relevant codes.

The Department of Public Works does not have licensed geotechnical engineering staff nor the equipment, technicians, and laboratories to conduct geotechnical engineering, materials testing, and inspection services. The Department must therefore hire outside firms to perform the services. Entering into parallel as-needed professional service agreements with two consulting firms provides the flexibility of ensuring that at least one qualified firm is available when geotechnical and specialized inspection services are required. These contracts are comparable to existing contracts (Miller Pacific - #170930 B-17, and Geocon Consultants, Inc - #170931 B-17), however the new services are dedicated to non-federal projects. Staff anticipates utilizing these services in Fiscal Year 2019-20 through FY 2021-22 on capital improvement projects and on an as-needed basis on other projects.

On March 3, 2017, staff released a Request For Qualifications (RFQ) for both federal aid and locally funded projects. On June 6, 2017, the Board of Supervisors awarded professional service agreements for projects including federal provisions to the companies on the shortlist of consultants listed below. The existing agreements are not to be extended beyond Fiscal Year 2021-22. These agreements are also subject to federal audit.

1. Miller Pacific Engineering Group of Napa, California;

2. Geocon Consultants, Inc., of Fairfield, California; and
3. Cal Engineering & Geology, Oakland, California

Due to increasing needs and because locally funded projects are subject to different regulations, additional on-call service contracts with the top two firms from the short list above are needed for the duration of the RFQ period. Based on responsiveness, staff requests that firms 1 and 2 on the shortlist are granted service agreements today.

Miller Pacific Engineering Group is a local vendor.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Leigh Sharp