



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/6/2017

Agenda Placement: 6X

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Mallika Ramachandran, Engineering Supervisor - 259-8194

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

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 July 1, 2017 through June 30, 2018 with an automatic one-year renewal option up to four additional years to provide on-call geotechnical engineering, materials testing and inspection services, for various capital improvement projects:

1. Miller Pacific Engineering Group;
2. Geocon Consultants, Inc.; and
3. Cal Engineering & Geology.

EXECUTIVE SUMMARY

Approval of these agreements will provide for on-call geotechnical engineering, materials testing and 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 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.

On March 3, 2017, staff released a Request For Qualifications (RFP) and received 10 responses. The shortlisted consultants were interviewed by a panel comprised of three engineers from the Public Works Department and the following three firms are recommended for entering into professional service agreements with the County for our immediate project needs:

1. Miller Pacific Engineering Group of Napa, California
2. Geocon Consultants, Inc., of Fairfield California, and
3. Cal Engineering & Geology, Oakland, California

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
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 professional service agreements with three consulting firms provides the flexibility of ensuring that at least one qualified firm is available when geotechnical and specialized inspection services are required. Staff anticipates utilizing these services in Fiscal Year 2017-18 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) and received 10 responses. The firms were evaluated on the following five criteria:

-) Responsiveness to Request for Statement of Qualifications: breadth and depth of response, overall quality, responsiveness, and completeness.
-) Range of services provided by the firm.
-) Certifications held by the firm for various testing methods and licenses held by key staff.
-) Proven experience and qualifications of the firm relevant to capital improvement projects and satisfaction of current and prior clients, and
-) Knowledge of the latest editions of the Caltrans Standard Specifications, Caltrans Testing Methods, ASTM, AASHTO, the California Building Code, and all other relevant standards and codes.

The shortlist of consultants is as follows; the list is not compiled by rank:

1. Miller Pacific Engineering Group of Napa, California;
2. Geocon Consultants, Inc., of Fairfield, California; and
3. Cal Engineering & Geology, Oakland, California

The shortlisted consultants were interviewed by a panel comprised of three engineers from the Public Works Department and are recommended for entering into professional service agreements with the County for our immediate project needs. Miller Pacific Engineering Group is a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri