



MARIPOSA COUNTY

Public Works • (209) 966-5356



RESOLUTION - ACTION REQUESTED 2016-200

MEETING: April 26, 2016

TO: The Board of Supervisors

FROM: Tony Stobbe, Public Works Director

MINUTE ORDER ATTACHED

RE: Authorize a Professional Services Agreement with Willdan Engineering

RECOMMENDATION AND JUSTIFICATION:

Approve a Three-Year Professional Services Agreement with Willdan Engineering for Construction Inspection/Project Management and Specific Engineering Services as Detailed in the Scope of Work for Various Public Works Projects; Authorize the Board of Supervisors Chair to Sign the Agreement; and Authorize the Director of Public Works to Issue Subsequent Task Orders Up to Specific Limits (Subject to Approval as to Form by County Counsel).

This is one of two agreements that will provide a contractual mechanism to access Professional Engineering, Project Management, and Construction Management services for a period of three years with a County option to extend for one additional year. Individual project task orders will be issued to accomplish specific tasks following successful negotiation of scope and fees. Authority is requested for the Public Works Director to issue task orders up to \$100,000 for reimbursable projects such as Federal and State funded projects, and \$50,000 for those funded through the County's General Fund or enterprise funds, with review by County Counsel.

This request for increased approval authority under this agreement will improve project schedules and greatly streamline modification of individual task orders in response to work progression, scope changes, cost changes, etc. Task orders that initially, or through modification, exceed these authorities will be brought to the Board for approval. For those task orders that fall under the above limits, the Department requests that authorization for up to \$150,000 in collective value of these smaller task orders under this agreement, in a fiscal year, be provided to the Director of Public Works. Should this limit be met, the Department will formally request that it be adjusted. In addition, the Department will provide regular updates to the Board on task orders issued under this authority.

As the Board is aware, the County is on the brink of a robust construction season with projects such as the Courthouse Renovation, West Whitlock and Triangle Road construction, two Safe Routes to Schools Projects and a major Stormwater Project in Coulterville. This Agreement will greatly augment the "in-house" staff and will contribute to professional project management and inspection, as well as providing access to a broad spectrum of engineering expertise to address other issues regularly encountered by the Department.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On December 15, 2015, the Board of Supervisors approved Resolution # 2015-594 to advertise for Request for Qualifications to Professional Engineer/Construction Field Services for Construction Inspection and Project Management.

Four (4) firms submitted Qualification Proposals. A selection committee reviewed the proposals received and determined that the County would be best served by engaging with Willdan and one other responding firm both of which were found to be the most qualified firms to address the needs of the County.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The Board could choose to not approve this agreement and require each individual task be advertised and awarded under current guidelines. The Board could also choose to provide alternative direction to the Department on this matter.

FINANCIAL IMPACT:

Costs associated with the use of these services will be included in the project calculations and be included in the annual budget. Any changes to estimated project costs that will impact the budget will be brought to the Board for review and approval. Sufficient funding for these services have been and will be included in project estimates.

ATTACHMENTS:

Willdan PSA 16-017 (PDF)

CAO RECOMMENDATION

Requested Action Recommended



Mary Hodson, CAO 4/21/2016

RESULT: ADOPTED AS AMENDED [UNANIMOUS]

MOVER: Kevin Cann, District IV Supervisor

SECONDER: Marshall Long, District III Supervisor

AYES: Smallcombe, Jones, Long, Cann, Carrier



COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222



JOHN CARRIER, CHAIR
MARSHALL LONG, VICE-CHAIR
ROSEMARIE SMALLCOMBE
MARSHALL LONG
KEVIN CANN

DISTRICT V
DISTRICT III
DISTRICT I
DISTRICT III
DISTRICT IV

MARIPOSA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

TO: TONY STOBBE/Public Works Director

FROM: RENÉ LaROCHE, Clerk of the Board *RL*

SUBJECT: Approve a Three-Year Professional Services Agreement with Willdan Engineering for Construction Inspection/Project Management and Specific Engineering Services as Detailed in the Scope of Work for Various Public Works Projects; Authorize the Board of Supervisors Chair to Sign the Agreement; and Authorize the Director of Public Works to Issue Subsequent Task Orders Up to Specific Limits (Subject to Approval as to Form by County Counsel)

Resolution: 16-200

The following direction was given by the Mariposa County Board of Supervisors on **April 26, 2016:**

3. Public Works RES-2016-200

Approve a Three-Year Professional Services Agreement with Willdan Engineering for Construction Inspection/Project Management and Specific Engineering Services as Detailed in the Scope of Work for Various Public Works Projects; Authorize the Board of Supervisors Chair to Sign the Agreement; and Authorize the Director of Public Works to Issue Subsequent Task Orders Up to Specific Limits (Subject to Approval as to Form by County Counsel)

Tony Stobbe/Public Works Director gave the staff report. No public input.

AMENDMENT:

Include a sign off on the task authorizations by the County Administrative Officer for budget sufficiency, in addition to the authorization by the County Counsel for legal sufficiency, and require a minimum of semi-annual Board reviews.

RESULT: **ADOPTED AS AMENDED [UNANIMOUS]**
MOVER: Kevin Cann, District IV Supervisor
SECONDER: Marshall Long, District III Supervisor
AYES: Smallcombe, Jones, Long, Cann, Carrier

cc: Mary Hodson/County Administrative Officer
Steven W. Dahlem/County Counsel
File