



Board Agenda Item 49

DATE: August 9, 2022

TO: Board of Supervisors

SUBMITTED BY: Steven E. White, Director
Department of Public Works and Planning

SUBJECT: Agreement with Willdan Engineering for Engineering Consultant Services for Public Improvement Standards

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute an Agreement with Willdan Engineering for engineering consultant services for the update to the Public Improvement Standard Plans and Specifications manual, effective upon execution, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$226,247.

Approval of the recommended action will authorize the Chairman to execute an Agreement with Willdan Engineering to provide engineering consultant services for the update to the Public Improvement Standard Plans and Specifications (Standards) manual. The base term of the Agreement is three years, with two one-year extensions which may be authorized by the Director of Public Works and Planning based upon mutual agreement. The maximum total dollar amount for the Agreement is \$226,247. This item is countywide.

ALTERNATIVE ACTION(S):

If the Board does not approve the recommended action, the Department will have to continue to use the existing Public Improvement Standards manual, which was adopted in November 1966.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The maximum amount of the Agreement is \$226,247, including the proposed fees of \$180,749 with a contingency amount of \$45,498 for extra services. The cost to fund the agreement will be shared equally between Development Services and the Road Fund. Sufficient funds are included in the Development Services Org 4365 and Road Fund Org 45104513 FY 2022-23 Proposed Budgets.

DISCUSSION:

The work in general, consists of preparation of a new and updated Public Improvement Standard Plans and Specifications (Standards) for the County. This new Standards manual will replace the existing manual, which was adopted in November 1966 and last amended in January 1989. Approval of the recommended action would retain Willdan Engineering to create this updated manual.

A formal Request for Proposals (RFP) was issued on September 10, 2021, in accordance with County

Ordinance Code 4.10 governing the selection and compensation of architectural and engineering firms. The Department received only one proposal from Willdan Engineering by the deadline of October 8, 2021. After review of the proposal by the selection committee, it was determined that Willdan is qualified to perform the work required.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with Willdan Engineering

CAO ANALYST:

Salvador Espino