



County of El Dorado

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Legislation Text

File #: 07-1041, Version: 2

Transportation Department recommending Chairman be authorized to sign Amendment I to Agreement for Services AGMT 05-855 with Sycamore Environmental Consultants, Inc. increasing compensation by \$100,000 to \$300,000 and extending the term through August 30, 2009 to provide environmental review services for said Department.

RECOMMENDED ACTION: Approve.

FUNDING: Funds for this service agreement will come from the various Capital Improvement Program projects funded through traffic impact fees or through time and material billings against development projects. Sycamore will be working on several different projects on an as-needed basis under the task order process.

BUDGET SUMMARY:		
Total Estimated Cost		\$100,000.00
Funding		
Budgeted	\$100,000.00	
New Funding	\$-0-	
Savings	\$-0-	
Other	\$-0-	
Total Funding Available	\$100,000.00	
Change To Net County Cost		\$-0-

Fiscal Impact/Change to Net County Cost:: This Amendment provides for \$100,000 additional compensation for a total not-to-exceed Agreement amount of \$300,000. There is no cost to the County General Fund.

Background: The California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) require public agencies to complete analyses of potential environmental effects associated with proposed projects. The Department of Transportation (Department) is in need of assistance on an as-needed basis with such analyses to support a wide variety of projects included in the County's five-year Capital Improvement Program.

The Board of Supervisors approved Professional Services Agreement AGMT 05-853 with Sycamore on August 30, 2005 to assist the Department with on-call environmental review services in the amount of \$200,000.

Purchasing Agent Approval: On May 22, 2007, the Department was advised that to maintain continuity and to save time, the Purchasing Agent had determined that it is more appropriate to

amend the existing contract for as-needed environmental review services than to initiate a new one. The Purchasing Agent noted that Sycamore is one of three primary consultants utilized to provide environmental documentation for projects under development in DOT's five-year Capital Improvement Program (CIP) and to review documents related to emergency projects that are initiated in response to damage caused by natural disasters. Without certified environmental documentation, road projects cannot move forward.

Selection Process: The Selection process for the Professional Services contracts is set forth in County Ordinance Chapter 3.12 and Board Policy C-17, adopted in October 2006. Even though the Request For Qualifications (RFQ) process (that resulted in the selection of Sycamore) was completed in 2005, it was consistent with the procedures set forth in Section 7.9 and meets the requirements of Section 7.10.

An RFQ was issued in late February 2005. Fourteen firms responded with Statements of Qualifications (SOQ's) and all fourteen met the minimum standards as outlined in the RFQ materials. These fourteen firms were then interviewed in April 2005 by a three-member team consisting of two members of DOT and one member from the Planning Services Division of the Development Services Department. This team subsequently rated each firm's performance by evaluating their SOQ presentation, their interviews and the results of reference checks to determine how well they matched the anticipated needs unique to DOT CIP projects.

Subsequent interviews were held with the five firms who scored the highest. Sycamore and two other firms (North State Resources and ESP) were selected as well-qualified to assist the Department with environmental review services on an as-needed basis. Environmental Stewardship & Planning, Inc. demonstrated a substantial amount of experience assisting jurisdictions with environmental review and public scoping associated with complex capital projects.

DOT is taking steps to have the Purchasing Office initiate an RFQ in 2007 to update the current list of qualified environmental consultant firms.

Reason for Recommendation: Amendment I would extend the 2-year Service Agreement for an additional 2-year period and add \$100,000.00 in compensation for a total not-to-exceed amount of \$300,000.00.

Justification for Extending the Term from August 30, 2007 to August 30, 2009

The existing professional services agreement with Sycamore Environmental provides for specialty skills on an on-call basis, specifically in support of projects included in the County's Capital Improvement Projects Program and generally in support of other County activities as required.

It is common for DOT road projects to last several years. Depending upon the level of complexity, the project delivery process can go through several iterations. The process can be prolonged due to results of public outreach, the need for state and/or federal biological permits, pre-construction surveys or right of way acquisition. Additionally, such work can experience delays due to budgetary, weather, or other circumstances beyond the Consultant's control.

Justification for Additional Compensation

The current not-to-exceed total for this services agreement is \$200,000. At present, \$6,173 is

encumbered for existing authorized work under multiple task orders, leaving \$193,827 available prior to the expiration of the initial term of the contract. Based on the size and progress of on-going projects, as well as projects anticipated to be completed under the Five-Year Capital Improvement Program, the additional \$100,000 will be necessary to complete the work without the need for additional contract amendments.

The El Dorado County Employees Association, Local #1, has been informed of this proposed Amendment.

The Department requests the Board make findings pursuant to Article II, Section 210 b (6) of the El Dorado County Charter that, in part, there are specialty skills required for the work performed under this Agreement that are not expressly identified in County classifications, and in part, that an independent contractor can more economically and feasibly perform the work performed under this Agreement due to the existing vacant allocations with the Department's Transportation Planning Unit.

Action to be taken following Board approval:

1. The Chairman will sign two originals of Amendment I to Agreement Services #AGMT 05-855 with Sycamore Environmental Consultants, Inc.
2. The Department will forward one original to the consultant.

Contact: Janet Postlewait

Concurrences: Risk Management and County Counsel