



## Legislation Text

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**File #:** 18-1345, **Version:** 1

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Community Development Services, Department of Transportation, recommending the Board:

- 1) Award Request for Proposal 19-918-006 for on-call surveying support services to the successful proposer R.E.Y. Engineers, Inc.;
- 2) Approve and authorize the Chair to sign Agreement for Services 3313 with R.E.Y. Engineers, Inc., for a not-to-exceed amount of \$450,000, with a term commencing upon execution by both parties and expiring three years thereafter;
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 3313, including amendments which do not increase the maximum dollar amount or term of the agreement, and contingent upon approval by County Counsel and Risk Management; and
- 4) Make the findings that it is more economical and feasible to engage an outside consultant to assist the County with on-call surveying support services in accordance with Ordinance 3.13.040.

**FUNDING:** Various funding sources as detailed in the Department of Transportation's Capital Improvement Program, Land Development, and Right of Way projects, including federal, state, and local funding.

### **DISCUSSION / BACKGROUND**

In July 2018, at the request of Department of Transportation (Transportation), the Procurement and Contracts Division of the Chief Administrative Office issued Request for Proposal (RFP) 19-918-006 for on-call surveying support services to assist Transportation with field data acquisition and other surveying support services.

The County received four (4) proposals for the RFP. Staff reviewed and ranked all proposals received and recommends that the RFP be awarded to top ranked successful proposer, R.E.Y. Engineers, Inc. (R.E.Y.), for a not-to-exceed amount of \$450,000 and for a term of three years. Agreement for Services 3313 (Agreement) has been negotiated between Transportation and R.E.Y.

The on-going level of work to be performed under the Agreement is not sufficient to warrant hiring new employees. The Agreement is necessary to provide on-call surveying support services on various Capital Improvement Program (CIP), Land Development, and Right of Way projects. For each assigned project, R.E.Y. will perform professional and data acquisition services, such as topographic surveying, construction staking, control traverses, aerial control surveys (both horizontal and vertical control), level loops, monument ties, legal descriptions with exhibit maps, Record of Survey maps, Right of Way maps, Corner Records, together with any and all office calculations required to produce the surveying services products. Most of the services to be performed under this Agreement are Bargaining Unit work.

Transportation's approved CIP anticipates a continued high volume of roadway and bridge planning, design and construction in the County over the next three (3) years. Each of these phases of project delivery requires significant work by Transportation's Surveying Services Unit (SSU). Current staffing levels in the SSU may not be sufficient to handle the surveying tasks described in the preceding paragraph required by the CIP, Land Development, and Right of Way projects.

Transportation feels it is necessary to enter into the proposed Agreement in order to augment SSU staff to avoid project delays. It has been Transportation's experience when working on multiple phases of multiple projects, there are many unknown variables including duration of individual projects, delays, scheduling conflicts between projects, postponement, and other unforeseen factors. For example, when the SSU is required to provide technical support for the right of way acquisition function, it often requires the Associate Land Surveyor to be solely dedicated to that function. In consideration of these factors, it is extremely difficult to anticipate specific day-to-day SSU staffing needs.

The SSU has the capability to utilize up to two (2) survey field crews to handle construction staking with the personnel and equipment currently available. If design work or right of way work require immediate attention when the two (2) field crews are already utilized, the construction staking may be delayed, which would expose the County to staking delay claims from its construction contractors. In those instances, a third crew will be necessary to keep up with simultaneous survey requests. However, the intermittent need for a third crew does not warrant hiring full-time employees or purchasing the additional equipment necessary to outfit a third crew. Accordingly, it is critical to Transportation's success to have this proposed Agreement in place to provide Transportation with the ability to respond to multiple survey requests and keep all phases of all projects on schedule.

Maximum utilization of County personnel is held as a first priority. R.E.Y.'s services provided under the proposed Agreement are to be utilized when SSU staff is not available due to demands elsewhere, and when the demand for services exceeds the capacity of SSU staff.

The Purchasing Agent reviewed and provided approval of Transportation's request to process the Agreement for on-call surveying support services and concurs that the Transportation's request is in compliance with Board of Supervisors Policy C-17.

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

## **ALTERNATIVES**

- 1) The Board could choose to not award the RFP, direct Transportation to make changes to the RFP, and issue a new solicitation.
- 2) The Board could choose to not approve the Agreement and direct Transportation to make changes to the Agreement.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Chief Administrative Office, Procurement and Contracts Division  
County Counsel and Risk Management

## **CAO RECOMMENDATION / COMMENTS**

It is recommended that the Board approve this item.

## **FINANCIAL IMPACT**

Funding for the Agreement will be provided by various CIP, Land Development, and Right of Way project funding sources, including federal, state, and local funds. The proposed action results in no change to net County cost.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) The Clerk of the Board will obtain the Chair's signature on two (2) originals of the Agreement.
- 2) The Clerk of the Board will forward one (1) fully-executed original of the Agreement to CDS, Administration and Finance Division, Contracts and Procurement Unit, for further processing.

**STRATEGIC PLAN COMPONENT**

Infrastructure

**CONTACT**

Rafael Martinez, Director  
Department of Transportation