



Legislation Text

File #: 23-1967, **Version:** 1

Chief Administrative Office, Parks Division, recommending the Board:

- 1) Make findings in accordance with Chapter 3.13.030 of County Ordinance Code, Contracting Out, that schematic planning and civil engineering design services for Phase 1 of the Forebay Community Park renovations project requires specialty skills and qualifications as well as being in temporary in nature;
- 2) Award Request for Qualification 23-918-072 to Nichols Consulting Engineers, CHTD to provide services for Phase 1 of the Forebay Community Park project;
- 3) Approve and authorize the Purchasing Agent to sign Agreement 8184 with Nichols Consulting Engineers, CHTD, to provide schematic planning and civil engineering design services for Phase 1 of the Forebay Community Park renovations project with a not-to-exceed of \$222,287.60 for a three-year term upon execution; and
- 4) Authorize the Purchasing Agent to execute any necessary amendments relating to Agreement 8184, excluding term extensions and increases to the not-to-exceed amount, contingent upon approval by County Counsel and Risk Management.

FUNDING: American Rescue Plan Act - Forebay.

DISCUSSION / BACKGROUND

In June 2023, the Parks Division initiated Request for Qualifications (RFQ) 23-918-072. A list of qualified firms was established in August 2023 from the RFQ. From this list, the Parks Division began the process of working with Nichols Consulting Engineers (NCE), CHTD on a proposal for schematic planning and civil engineering design services for Phase 1 of the Forebay Community Park "project" renovations project.

On September 12, 2023, the Board approved Item 23-1523 adopting the Initial Study/Mitigated Negative Declaration for the Forebay Park Improvement Project and approving the Phasing Plan for improvements to Forebay Park.

The proposed Agreement 8184 will allow NCE to provide planning and engineering design services for Phase 1 of the Forebay Community Park renovations project for a three-year term upon execution, with a not-to-exceed of \$222,287.60.

Chapter 3.13.030 of County Ordinance Code, Contracting Out, states that the Board can award contracts when work will meet certain criteria. Agreement 8184 meets the following two criteria:

B.: "Specialty skills and qualifications not expressly identified in County classifications are involved in the performance of the work." Phase 1 of the project includes, but is not limited to, site civil improvements related to access roads, parking lots, restroom siting and details, and utilities including electrical, lighting, and domestic water connection. The skills and qualifications required for such work are not expressly identified in current County classifications.

C.: "Due to the limited timeframes, temporary or occasional nature, or schedule for the project or

scope of work, the ongoing aggregate of work to be performed is not sufficient to warrant addition of permanent staff." This project in temporary nature and therefore would not warrant the addition of additional staff.

ALTERNATIVES

The Board could choose to not approve the proposed Agreement 8184, however, this would result in project delays as the department would need to start negotiations and project discussion with another engineer from a different qualified firm listed on Request for Qualifications (RFQ) 23-918-072.

PRIOR BOARD ACTION

23-1523 On September 12, 2023, the Board adopted the Initial Study/Mitigated Negative Declaration for the Forebay Park Improvement Project and approved the Phasing Plan for improvements to Forebay Park.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

CAO Facilities

CAO RECOMMENDATION / COMMENTS

Approve as recommended.

FINANCIAL IMPACT

The Parks Division FY 2023-24 Recommended Budget contains sufficient appropriates for this cost. Future years costs will be budgeted appropriately.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Infrastructure.

CONTACT

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