



Napa County

Board Agenda Letter

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Board of Supervisors

Agenda Date: 12/3/2024

File ID #: 24-1899

TO: Board of Supervisors
FROM: Steven Lederer - Director of Public Works
REPORT BY: James Reese - Associate Engineer
SUBJECT: Approval of Amendment No. 1 to Professional Services Agreement 240278B with ADKO Engineering.

RECOMMENDATION

Approve and authorize Amendment No. 1 to Agreement No. 240278B with ADKO Engineering, increasing the not-to-exceed amount for work in Fiscal Year 2024-25 from \$500,000 to \$1,000,000 to provide technical and construction support services for various projects including the 2025 Minor Bridge Repairs Project. (Fiscal Impact: \$500,000 Expense; Various Capital Improvement Project Funds; Budgeted; Discretionary)

BACKGROUND

The Department of Public Works uses a competitive request for qualifications (RFQ) process to select consultants to supplement our staff in areas such as engineering, geotechnical, environmental, right-of-way acquisition, construction support during construction, and construction management, as well as to be prepared for future emergencies.

On September 27, 2023, the County advertised an RFQ to seek the most qualified team to provide design services needed to repair roadway damage from earthquakes, fires, severe storm events or other reasons specifically for FEMA, state or locally funded projects. The consultant teams were asked to be able to provide comprehensive services such as civil, structural, geotechnical, environmental, surveying, hydraulic, pavement design and cost estimating services.

Three statements of qualification were received on October 25, 2023 and all three teams were interviewed on November 8, 2023; ADKO Engineering was the top ranked team. On February 27, 2024, the Board of Supervisors approved an on-call, task-order based agreement with ADKO Engineering for the requested services for a maximum of \$500,000 per fiscal year for the term of February 27, 2024 to July 1, 2028. The Agreement can also be used for non-disaster related roadway repairs where the nature of the services are determined by the County to be similar.

In fiscal year 2024-25, Napa County staff have issued \$440,000 worth of task orders to ADKO Engineering

under this Agreement. At Napa County staff's request, ADKO Engineering provided a \$200,000 proposal for the 2025 Minor Bridge Repairs Project. County staff regards the 2025 Minor Bridge Repairs Project as a smaller project suitable for inclusion under the on-call Agreement rather than as a stand-alone contract. County staff has also determined that the nature of the 2025 Minor Bridge Repairs Project is similar to post-disaster repair design.

When Public Works staff approve a task order, accounting staff encumber funds from the applicable project budget.

County staff is requesting approval to amend the existing on-call contract with the ADKO Engineering, for fiscal year 2024-25 for assistance in the 2025 Minor Bridge Repairs RDS 25-05 as well as other projects are likely to arise soon. Due to a heavy workload in the 2024-25 fiscal year, County Staff are requesting to increase the maximum yearly contract amount from \$500,000 to \$1,000,000 during the current fiscal year only.

Requested Action:

1. Approve and authorize Amendment No. 1 for Agreement No. 240278B with ADKO Engineering, increasing the total compensation under the Agreement by \$500,000 for a new contract total of \$1,000,000.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Various Capital Projects. The 2025 Minor Bridge Repairs is Project 25014.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The proposed Professional Service Agreement Amendment will provide required technical services for various Napa County Public Works projects in design and construction.
Is the general fund affected?	No
Future fiscal impact:	N/A
Consequences if not approved:	Geotechnical, materials testing, and inspections services will not be provided, delaying projects planned and in progress.
Additional Information	On November 11, 2024, the Board approved a \$300,000 budget amendment for Project 25014.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.