

**County of Santa Clara
Facilities and Fleet Department**



24-5253

DATE: April 16, 2024 (Item No. {{item.number}})

TO: Board of Supervisors

FROM: Jeff Draper, Director, Facilities and Fleet Department

SUBJECT: Award Professional Services Agreements for Mechanical, Electrical, and Plumbing Engineering Services

RECOMMENDED ACTION

Consider recommendations relating to Professional Services Agreements (PSAs) for Mechanical, Electrical, and Plumbing (MEP) Engineering Services. (LA-1)

Possible action:

- a. Approve PSA with Salas O'Brien relating to providing MEP Engineering Services in an amount not to exceed \$5,000,000 for period April 16, 2024 through April 15, 2029, that has been reviewed and approved by County Counsel as to form and legality.
- b. Approve PSA with YEI Engineers relating to providing MEP Engineering Services in an amount not to exceed \$5,000,000 for period April 16, 2024 through April 15, 2029, that has been reviewed and approved by County Counsel as to form and legality.
- c. Authorize the County Executive, or designee, to be the Owner's Authorized Representative to negotiate, execute, amend, terminate, and take any and all necessary or advisable actions relating to the PSAs, including issuance of Project Agreements for services during the term of the PSAs, extension of the PSA terms by up to six months, and increase of the maximum compensation limit by up to \$200,000, following approval by County Counsel as to form and legality, and approval by the Office of the County Executive. Delegation of authority shall expire on April 15, 2029.

FISCAL IMPLICATIONS

All project agreements authorized under these PSAs will be paid from Board-approved projects.

REASONS FOR RECOMMENDATION AND BACKGROUND

Approve Professional Services Agreements

The Administration has multiple capital projects that must be completed over the next few years, and having contracts with multiple MEP services firms is imperative for keeping those projects on schedule and within budget. The Facilities and Fleet Department (FAF) therefore

issued a Request for Statement of Qualifications (RFSOQ) for MEP services on August 1, 2023, to address this need, and three firms submitted their statements in response to the RFSOQ, which ended on September 7, 2023.

The County's Review Board independently evaluated all three qualification statements, and subsequently shortlisted two firms with whom to engage further based on their responsiveness to the requirements stipulated in the RFSOQ: Salas O'Brien, and YEI Engineers.

Due to a scheduling conflict, two separate interview dates were arranged, January 8, 2024, and January 17, 2024, to accommodate both parties' availability and ensure a thorough evaluation process. The panel interviewed both firms to determine their qualifications based on technical expertise, company resources, and practices to support the execution of contract. Upon completion of the interviews, the Review Board determined that both shortlisted firms were qualified and thus recommends the Board approve the PSAs.

Delegation of Authority

Authorizing the County Executive, or designee, to be the Owner's Authorized Representative to execute project agreements and to perform other administrative functions related to the PSAs will facilitate efficient and timely execution of the projects, thereby project delays. The delegation to increase the agreement maximum compensation limit and extension of time are recommended because additional work is occasionally required to close out project agreements that were initiated during the original PSA term.

Background

MEP engineering services providers assist FAF with developing design, bid documents, project manuals, and estimating construction costs. The work involved in capital projects varies, encompassing both small and large-scale remodels, redesigns, and renovations. These projects can be labor and time-intensive, necessitating the involvement of a qualified MEP provider. Maintaining high quality control and coordination with FAF is paramount for the integrity of capital projects.

CHILD IMPACT

The recommended action will have no/neutral impact on children and youth.

SENIOR IMPACT

The recommended action will have no/neutral impact on seniors.

SUSTAINABILITY IMPLICATIONS

The recommended action will have no/neutral sustainability implications.

CONSEQUENCES OF NEGATIVE ACTION

The agreements would not be awarded at this time.

STEPS FOLLOWING APPROVAL

Notify Roger Soohoo and Sherry Ferguson of FAF.

Send a duplicate original of the agreements with each of the two firms to Sherry Ferguson,

FAF, 2310 N. First Street, Suite 200, San Jose 95131-1011.

ATTACHMENTS:

- Salas Agreement
- YEI Agreement
- BKF Levine Act Identification Form
- Brokaw Levine Act Identification Form
- Crosby Levine Act Identification Form
- Jensen Hughes Levine Act Identification Form
- Joseph Chow Levine Act Identification Form
- Merrill Morris Levine Act Identification Form
- SBAY Levine Act Identification Form
- Sierra Levine Act Identification Form
- Salas Levine Act Identification Form
- YEI Levine Act Identification Form