

To: Board of Directors

Date: September 9, 2020

From: J. Scott Mitchell
Chief Operating Officer

Reviewed by: 

SUBJECT: On-Call General Engineering Consulting Services Contract Award

BACKGROUND:

For the last five years, we have had an on-call engineering contract with Diablo Engineering. Projects we have utilized Diablo Engineering's services for include:

- Bus stop access improvements – design, amenities, sidewalk, real time signage, curb and gutter work.
- Concrete pad replacement.
- WAVE inductive charging system at Walnut Creek BART and on County Connection property.

SUMMARY OF ISSUES:

County Connection released a RFP for engineering services on March 13, 2020. Proposals were due May 15, 2020. Proposers were asked to provide engineering studies, civil and site improvement designs, mechanical and electrical designs, environmental studies, architectural and space planning, structural design, constructability and cost estimating, and construction management. We received two proposals.

Staff working with Legal developed the RFP and Sample Agreement to ensure conformance to State and Federal requirements. The contract will be non-exclusive allowing us to hire other engineering firms if we desire. There is no guaranteed minimum level of compensation. The contract will be for a term of three years with two one-year options.

The proposals have been reviewed by staff in accordance with the evaluation process in the Request for Proposal, qualifications, key personnel, and approach and capacity. Based on evaluation of the provided Proposals, we have determined that Diablo Engineering best meets the needs of County Connection.

<u>Scoring</u>	<u>BKF</u>	<u>Diablo Engineering</u>
Firm Qualifications	45	45
Key Personnel	32	35
Approach and Capacity	<u>17</u>	<u>20</u>
Final Score	94	100

We expect to have numerous projects in the next five years that will require engineering services. These projects may include replacement of underground fuel tanks and expanding the electric bus charging stations.

- OPTION 1:** The A&F Committee recommend that the County Connection Board of Directors authorize the General Manager to enter into a contract with Diablo Engineering for the On-Call General Engineering Consulting Services.
- OPTION 2:** Release new Request for Proposal for On-Call General Engineering Consulting Services.
- FINANCIAL IMPLICATIONS:** Will be determined annually based on Capital Projects. Total not to exceed 1.8 million over three years with two one-year options.
- RECOMMENDATION:** The A&F Committee recommend that the Board of Directors at its September 17, 2020, meeting, adopt Resolution No. 2021-008 authorizing the General Manager to award a contract for On-Call General Engineering Services to Diablo Engineering for the amount not to exceed 1.8 million over the contract term three years with two additional one-year options.
- ACTION REQUESTED:** The A&F Committee recommend that the Board of Directors at its September 17, 2020, meeting, adopt Resolution No. 2021-008 authorizing the General Manager to enter into a contract with Diablo Engineering for the On-Call General Engineering Consulting Services.

RESOLUTION NO. 2021-008

**BOARD OF DIRECTORS CENTRAL CONTRA COSTA TRANSIT AUTHORITY
STATE OF CALIFORNIA**

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**AUTHORIZING AWARD OF A CONTRACT TO DIABLO ENGINEERING GROUP
FOR ON-CALL ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$1.8 MILLION
OVER THREE YEAR BASE TERM AND TWO ONE YEAR OPTION TERMS**

WHEREAS, the County of Contra Costa and Cities of Clayton, Concord, the Town of Danville, Lafayette, Martinez, the Town of Moraga, Orinda, Pleasant Hill, San Ramon and Walnut Creek (hereinafter "Member Jurisdictions") have formed the Central Contra Costa Transit Authority ("CCCTA"), a joint exercise of powers agency created under California Government Code section 6500 *et seq.*, for the joint exercise of certain powers to provide coordinated and integrated public transportation services within the area of its Member Jurisdictions;

WHEREAS, on March 13, 2020, CCCTA issued a Request for Proposals ("RFP") for on-call engineering services, and received two proposals, which were evaluated by staff in accordance with the evaluation process in the RFP;

WHEREAS, the evaluation committee has recommended that Diablo Engineering Group provide on-call engineering services based upon its experience, proven technical ability, and superior understanding of the scope of work;

WHEREAS, the Administration and Finance Committee recommends award of the contract to Diablo Engineering Group in an amount not to exceed \$1.8 million over the three year base term and two one-year option terms.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Central Contra Costa Transit Authority awards a contract to Diablo Engineering Group to provide on-call engineering services, in an amount not to exceed \$1.8 million over the three year base term and two one-year option terms; and

BE IT FURTHER RESOLVED that the General Manager is authorized to execute the agreement with Diablo Engineering Group, in a form approved by legal counsel.

Regularly passed and adopted this 17th day of September 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Candace Andersen, Chair, Board of Directors

ATTEST:

Lathina Hill, Clerk to the Board