

To: Administration and Finance Committee

Date: May 26, 2015

From: Anne Muzzini, Director of Planning and Marketing

Reviewed by:

Subject: On Call Engineering Services Contract Award

Background:

Many cities and public transit entities retain engineering services on an on-call basis. Rates are agreed upon up front then specific work orders are developed for each project. County Connection released an RFP for engineering services on March 20th; bids were due May 15th. Bidders were asked to provide engineering studies, civil and site improvement designs, mechanical and electrical design, environmental studies, architectural and space planning, structural design, constructability and cost estimating, and construction management. All but one of the proposals had one prime and many subcontractors. We received six qualified proposals.

Hanson Bridgett, our legal firm, worked with staff to develop 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.

Projects that require engineering services in the next five years include:

- Bus Stop Access Improvements – design, amenities, sidewalk, real time signage, curb and gutter work
- Facility Upgrades and Maintenance – parking lot redesign, repaving, resolving the compaction issue at the NE corner, underground tank replacement
- Implementation of WAVE inductive charging at BART or City of Walnut Creek

Status:

The proposals have been reviewed by staff in accordance with the evaluation process in the RFP; qualifications, key personnel, and approach/capacity. A short list of three firms has been made. Prior to the June 3rd meeting of the A&F Committee references will be checked and if necessary interviews conducted. A recommendation will be presented at the meeting for full Board action in June.