

## INTER OFFICE MEMO

To: Board of Directors

Date: August 11, 2020

From: J. Scott Mitchell  
Chief Operating Officer

Reviewed by: 

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### **SUBJECT: On-Call General Engineering Consulting Services Contract Amendment**

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#### **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:**

On June 18, 2015, County Connection awarded a contract for on-call engineering services to Diablo Engineering for a three year base term and two one-year option terms ("Agreement").

County Connection previously exercised its right to extend the Agreement for the two one-year option terms and the Agreement is now set to expire.

As a result of the COVID-19 pandemic, completion of an existing work order issued under the Agreement, relative to the WAVE inductive charging system at Walnut Creek BART and on County Connection property, has been delayed.

Staff recommends extending the Agreement, so that Diablo Engineering is able to complete its existing work order.

#### **OPTION 1:**

The A&F Committee recommend that the County Connection Board of Directors authorize the General Manager to enter into an amendment to the Agreement 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:**

**The Agreement's total not to exceed amount of 1.8 million over 3 years with two one-year options will not be impacted by this extension.**

#### **RECOMMENDATIONS:**

The Administration and Finance Committee recommends that the Agreement for On-Call Engineering Services be extended to complete the existing work order.

**ACTION REQUESTED:**

Staff requests and recommends that the A&F Committee recommend that the Board of Directors at its August 20, 2020, meeting, adopt a Resolution approving an amendment to the Diablo Engineering contract On-Call General Engineering Consulting Services.

**RESOLUTION NO. 2021-005**

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

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**APPROVING AMENDMENT TO DIABLO ENGINEERING GROUP CONTRACT FOR ON-CALL  
ENGINEERING SERVICES**

**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 June 18, 2015, CCCTA awarded a contract for on-call engineering services to Diablo Engineering Group ("Diablo Engineering") for a three year base term and two one-year option terms ("Agreement");

**WHEREAS**, CCCTA previously exercised its right to extend the Agreement for the two one-year option terms and the Agreement is now set to expire;

**WHEREAS**, as a result of the COVID-19 pandemic, completion of an existing work order issued under the Agreement has been delayed;

**WHEREAS**, CCCTA desires to extend the Agreement so that Diablo Engineering is able to complete the work order.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Directors of the Central Contra Costa Transit Authority hereby approves an amendment ("Second Amendment") to the Diablo Engineering Group Agreement; and

**BE IT FURTHER RESOLVED** that the General Manager is authorized to execute the Second Amendment, in a form approved by legal counsel.

Regularly passed and adopted this 20th day of August 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Candace Andersen, Chair, Board of Directors

ATTEST:

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Lathina Hill, Clerk to the Board