



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Sean Powers  
Community Development Agency Director

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Director of Public Works

**File: 240.5751 001**

**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** February 9, 2016  
**TO:** Board of Supervisors  
**FROM:** Joshua H. Pack  
**SUBJECT:** **Award of Contract with Vali Cooper & Associates, Inc. to Provide On-Call Construction Management and Inspection Services for Various Projects**

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**RECOMMENDATION:** Approve the attached Resolution

**FUNDING:** The funding for these services will come from a combination of Capital Improvement Project Funds and Nevada County Road Funds. These services will begin in the Fiscal Year 2015/16. There is no impact on the General Fund and no budget amendment is needed.

**BACKGROUND:**

In recent years the County has been successful at receiving federal grants for a myriad of improvement projects. As these projects complete design and are ready for construction, the County has determined that it has insufficient staff to adequately manage and inspect all these projects. As a result, the County is interested in firms that can provide comprehensive construction management and inspection services to assist in the successful delivery of all these projects.

These services will primarily support and manage construction projects identified in the County's Capital Improvement Plan (CIP) and utilized primarily on federally funded projects. The County may also utilize this contract for construction inspection work done in County right of way by public agencies, public utilities and private development to supplement staff availability, or other construction projects administered by the Department of Public Works.

On August 11, 2015 the Board of Supervisors adopted Resolution 15-391, approving the solicitation of Requests for Qualifications for On-Call Construction Management and Inspection Services. On October 2, 2015 the County received eight submittals from interested consultants. The submittals were evaluated using the scoring system identified in the request for qualifications. The selection panel identified three firms for oral interviews. Upon completion of the oral interviews, staff met with the project managers from the top 2 ranking firms. After the follow up project manager meetings, staff determined that the two highest ranking firms (HDR Construction Control Corporation and Vali Cooper & Associate, Inc.) were both qualified to perform the scope of services required by this contract and have extensive experience on similar contracts.

A specific statement of work will be negotiated with the Consultant for each project identified by the County. Since the County is awarding on-call contracts to two qualified consultants, the County will utilize the two-step RFQ/RFP method as outlined in the Caltrans Local Assistance Procedures Manual (LAPM). The two-step RFQ/RFP is well suited for procuring multiple “on-call” contracts through single solicitation. The outcome of the first step - RFQ will be an on-call list of consultants with cost/price agreements. The subsequent project work will be procured thru individual competition or mini-RFPs amongst the on-call consultants. The mini-RFP or the task order will be negotiated with the first ranked firm from each competition. Task order (mini-RFP) cost will be based on wage rates established in the master on-call contract, and the time and deliverable requirements in the task order.

Exhibit D outlines projects scheduled for construction over the next 5 years and includes potential construction management costs and the calendar year staff expects projects to be delivered. The total anticipated costs to manage all eligible Public Works projects over the next 5 years is approximately \$1.5 million dollars. Staff anticipates that construction management responsibilities will be equally distributed to each of the identified on-call consultants during this time period. As a result, a scope of work and cost of services was negotiated with HDR Construction Control Corporation not to exceed \$750,000 from this period to June 30, 2021.

**Item Initiated by:** Joshua H. Pack, Principal Civil Engineer

**Approved by:** STEVE CASTLEBERRY, Director of Public Works

Submittal Date: January 7, 2016

Revision Date: January 20, 2016  
January 22, 2016