



Legislation Text

File #: 24-425, Version: 1

Memorandum

Date: April 23, 2024

To: The Honorable Bruno Sabatier, Chair, Lake County Board of Supervisors

From: Lars Ewing, Public Services Director

Subject: Approve the Qualified List from the Request for Qualifications for On-Call Architecture & Engineering Services

Executive Summary:

In January of this year the Public Services Department solicited a Request for Qualifications (RFQ) for professional architecture and engineering services. The general scope of work requested was for services in support of the design and construction of County-owned and/or operated buildings. Examples of services include system planning, space programming, feasibility analysis, environmental studies, CEQA/NEPA analysis, regulatory permit assistance, conceptual/schematic designs, construction documents, specification writing, bid assistance, construction site inspection, and other related tasks. There were no specific projects intended for the solicitation; rather, the objective was to establish a list of firms most qualified to complete the type of services requested, with the intent to enter into contracts for specific projects in the future, as the need arises, with a firm (or firms) from that list.

Public Services received fourteen responses to the RFQ. A selection committee reviewed the responses in accordance with the County's Policy for Review and Selection of Professional Consultants and Other Contract Service Providers, which resulted in a short list of firms to consider for future work. The qualified list is based strictly on the requirements and criteria of the County's RFQ and does not in any way reflect judgement of any responding firms' capabilities to perform work outside of this specific solicitation. The County may use the resulting list for contracts on an "as-needed" basis depending on project priorities and available funding.

Staff recommends your Board's approval of the attached "Qualified List of Architecture and Engineering Service Providers", effective for 24 months from the date of approval.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply):

☐ Not applicable

☒ Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$.](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$.)

26+Procedures+Manual/Ch4_2021v2.pdf>-Compliant (*describe process undertaken in "Executive Summary"*)

☐ Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)

☐ For Technology Purchases: Vetted and Supported by the [Technology Governance Committee](#)

<<http://lcnnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (*Please describe in Executive Summary*)

Consistency with Vision 2028 <<http://www.lakecountycalifornia.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Not applicable | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input checked="" type="checkbox"/> Economic Development | <input type="checkbox"/> Public Safety | <input type="checkbox"/> County Workforce |
| <input checked="" type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Clear Lake |
| | <input type="checkbox"/> Business Process Efficiency | |

Recommended Action: Approve the Qualified List from the Request for Qualifications for On-Call Architecture and Engineering Services