



Legislation Text

File #: 24-551, Version: 1

Memorandum

Date: May 21, 2024

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

From: Lars Ewing, Public Services Director

Subject: Approve the General Services Agreement with STRATA Architecture Planning Management for On-Call Architecture & Engineering Services

Executive Summary:

In January of this year the Public Services Department solicited a Request for Qualifications 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 future contracts for specific projects as the need arises with a firm (or firms) from that list.

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. On April 23, 2024, your Board approved the qualified list, which included STRATA.

County staff prepared the attached General Services Agreement with STRATA, which defines general terms and conditions for future work. Staff recommends your Board's approval of the Agreement.

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+\\$!26+Procedures+Manual/Ch4_2021v2.pdf](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://lcnet.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.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>

(check all that apply):

- | | | |
|---|--|--|
| ☒ Well-being of Residents | ☐ Not applicable | |
| ☒ Economic Development | ☐ Public Safety | ☐ Disaster Prevention, Preparedness, Recovery |
| ☒ Community Collaboration | ☒ Infrastructure | ☐ County Workforce |
| | ☐ Business Process Efficiency | ☒ Clear Lake |

Recommended Action: Approve the General Services Agreement between the County of Lake and STRATA Architecture Planning Management for Architecture and Engineering Consulting Services, and authorize the Chair to sign the Agreement