



Legislation Text

File #: 22-758, Version: 2

Memorandum

Date: July 14, 2022

To: The Honorable Lake County Board of Supervisors

From: Scott De Leon, Public Works Director

Subject: **(a) Approve the Master Agreement between the County of Lake and Armstrong Consultants for consulting services related to Lampson Airfield, and (b) Approve Supplemental Services Agreement Number 1 and authorize the Chair to sign the Agreement**

Executive Summary:

Federal Aviation Administration (FAA) policies require that local agencies who utilize the services of consultants perform a procurement every five years, to ensure fair and competitive bidding. To comply with this policy, in 2021 the Lake County Department of Public Works (DPW) prepared a Request for Proposals for engineering services at Lampson Airfield. Three proposals were received, and after review of the proposals following the county Consultant Selection Policy, it was determined that Armstrong Consultants was the most qualified firm. Today's item proposes your Board's consideration of both a Master Agreement along with a Supplemental Services contract for the consultant's general engineering services, both of which are attached.

The Master Agreement contains no cost proposal and simply defines the framework with which projects will be developed, along with the roles and responsibilities of each party. Both the Consultant and County Counsel have reviewed and agreed to the provisions of the agreement. The proposed Supplemental Services Agreement is intended to cover general engineering and consulting services, which are summarized in the attachment to the Agreement.

If not budgeted, fill in the blanks below only:

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

Consistency with Vision 2028 (check all that apply):

☐ Not applicable

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Well-being of Residents | <input checked="" type="checkbox"/> Public Safety | <input checked="" type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> County Workforce |
| <input type="checkbox"/> Community Collaboration | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action:

Staff recommends that the Board of Supervisors (a) Approve the Master Agreement between the County of Lake and Armstrong Consultants for consulting services related to Lampson Airfield, and (b) Approve Supplemental Services Agreement Number 1 and authorize the Chair to sign the Agreements.