

FORM APPROVED COUNTY COUNSEL  
 BY: *[Signature]* 7/17/15  
 GREGORY P. PRIAMOS DATE

**SUBMITTAL TO THE FLOOD CONTROL AND  
 WATER CONSERVATION DISTRICT BOARD OF SUPERVISORS  
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

604B



**FROM:** General Manager-Chief Engineer

**SUBMITTAL DATE:**  
 July 21, 2015

**SUBJECT:** Approve District's 2015 On-Call Professional Services Providers List, Fiscal Limits and Associated Agreements; Three Years; [\$26,000,000 Total]; District Funds 100%

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the District's 2015 On-Call Professional Services Providers List (Attachment "A") for Fiscal Years 2015-2016, 2016-2017, and 2017-2018;
2. Approve the cumulative On-Call Professional Services fiscal appropriation limits set forth herein (see Financial Data);
3. Approve thirty-nine (39) 3-Year On-Call Professional Services Agreements between the District and the selected On-Call Service Providers (Service Providers). The firms, service categories and contract amounts are listed on Attachment "B"; and
4. Authorize the Chairman to execute the Agreement documents on behalf of the District.

**BACKGROUND:**

Continued on page 2

MHW:bjp  
 P8/171421

*[Signature]*  
 WARREN D. WILLIAMS  
 General Manager-Chief Engineer

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 10,000,000	\$ 8,000,000	\$ 26,000,000	\$	Consent <input type="checkbox"/> Policy <input type="checkbox"/>
NET DISTRICT COST	\$ 10,000,000	\$ 8,000,000	\$ 26,000,000	\$	

<b>SOURCE OF FUNDS:</b> Continued on page 4	<b>Budget Adjustment:</b> No
	<b>For Fiscal Year:</b> 15/16 - 17/18

**C.E.O. RECOMMENDATION:**

APPROVE  
*[Signature]*  
 BY: Steven C. Horn

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

FISCAL PROCEDURES APPROVED  
 JEANINE J. REY, FINANCE DIRECTOR  
 BY: *[Signature]* 7/18/15  
 REGINA L. NEAL

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: | District: All | Agenda Number:

11-4

**SUBMITTAL TO THE FLOOD CONTROL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FORM 11: Approve District's 2015 On-Call Professional Services Providers List, Fiscal Limits and Associated Agreements; Three Years; [\$26,000,000 Total]; District Funds 100%**

**DATE: July 21, 2015**

**PAGE: Page 2 of 4**

**BACKGROUND (continued):**

**Summary**

The District relies upon professional service firms to furnish critically important engineering/consulting/environmental services to augment the District's in-house technical capabilities and capacity. Since 2010, the Board of Supervisors has approved dozens of multi-year on-call service contracts to support the District's ongoing programs such as Capital Improvements, Construction Management, Operation and Maintenance, NPDES Compliance, Floodplain Management, Environmental and Regulatory Compliance and Development Review/Plan Check. The firms selected to perform these services were pre-qualified under one or more Board approved provider lists and, subsequently, one or more separate contracts between the District and these pre-qualified firms. Managing multiple service provider lists and multiple contracts with individual firms has led to some administrative complexities for both the District and the subject firms and resulted in delays in initiating time sensitive projects and in processing payments. In an effort to improve overall efficiency and reduce overhead, the District proposes to streamline its contracting process by consolidating its roster of pre-qualified service providers and their associated contracts.

On September 11, 2014, the District advertised a single Request for Qualifications (RFQ) with the intent of establishing a single list of pre-qualified service providers (On-Call List) covering seven major service categories. The primary purpose establishing a single On-Call List is to expedite access to supplemental engineering services and specialized technical expertise necessary to support the District's programs while minimizing the administrative burdens associated with managing multiple contracts with various individual Service Providers. A Notice of Availability of the RFQ was published in the Press Enterprise and the Desert Sun on September 11, 2014. The RFQ was also made available to the public on the District's website on September 11, 2014.

In response to the RFQ, 83 firms submitted a Statement of Qualifications (SOQ) pertaining to one or more of the following service categories:

- Hydrology and Hydraulic Engineering
- Structural Engineering
- Construction Oversight and Management
- Geotechnical Engineering and Potholing
- Environmental and Regulatory Services
- Watershed Protection (Water Quality and Water Conservation)
- Development Review / Plan Check

The District established a separate review committee for each of the seven (7) major service categories listed above. Each review committee was comprised of District representatives having expertise with the subject matter. Each of the SOQs was evaluated relative to the following criteria:

- Personnel, Technical Competence and Qualifications
- Relevant Experience, Technical Competence and Past Performance
- Location/Local Experience

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DATE: July 21, 2015  
PAGE: Page 3 of 4**

**BACKGROUND**

**Summary (continued):**

At the conclusion of the SOQ review process, a total of 63 firms were recommended for inclusion on the District's 2015 On-Call Professional Services Providers List (Attachment "A"). The District expects to issue a new RFQ for On-Call Professional Services in 2018.

At this time, the District is also requesting that the Board of Supervisors approve thirty-nine (39) 3-Year On-Call Professional Services Agreements between the District and the firms listed on Attachment "B". Each of the agreements stipulates a specific "not-to-exceed" amount for the entire 3-year term of the contract (\$2,000,000 maximum). Once a contract is approved, the District will have the ability, but is under no obligation, to issue one or more Task Orders and utilize the firm's services on an as-needed basis for Fiscal Years 2015-16, 2016-17 and 2017-18.

The firms, the selected service categories and contract amounts for each agreement are summarized on Attachment "A". No Task Order shall be issued in an amount exceeding \$400,000; in the event a scope of work is expected to exceed \$400,000, the District shall issue a separate RFP/RFQ for the desired services. For Task Orders exceeding \$100,000, the District shall seek proposal from at least three of the pre-qualified firms listed on Attachment "A".

County Counsel has approved the Agreements as to legal form.

**Impact on Residents and Businesses**

These On-Call Services contracts will allow the District to draw upon additional expertise and resources, as needed, to expedite the delivery of important programs and projects for the benefit of resident and businesses throughout the District's service area. Additionally, the consolidation of the District's on-call service provider lists and contracts will provide administrative efficiency and a greater level of transparency to the public.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

The services provided pursuant to these agreements will be paid for by a number of existing District revenue sources including ad-valorem property tax revenue; the District's existing Benefit Assessment programs for the Santa Ana; Santa Margarita, and Whitewater watersheds; contributions from other agencies; and fee for service revenue. No new taxes, fees or assessments are needed to pay for these services.

Sufficient funding is included in the District's budget for FY 2015-16. Appropriate amounts will be included in the proposed budgets for FY 2016-17 and FY 2017-18.

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**SOURCE OF FUNDS: (continued)**

25180 947540 525440 NPDES Whitewater Assessment  
25190 947560 525440 NPDES Santa Ana Assessment  
25200 947580 525440 NPDES Santa Margarita Assessment  
25110 947400 525440 Zone 1 Professional Services  
25120 947420 525440 Zone 2 Professional Services  
25130 947440 525440 Zone 3 Professional Services  
25140 947460 525440 Zone 4 Professional Services  
25150 947480 525440 Zone 5 Professional Services  
25160 947500 525440 Zone 6 Professional Services  
25170 947520 525440 Zone 7 Professional Services  
40660 947140 524820 Subdivision Operations  
40670 947160 524820 Encroachment Permits  
15000 947180 525440 Special Accounting

**Contract History and Price Reasonableness**

Since 2010, the Board of Supervisors has approved eleven (11) separate on-call service provider lists covering a total of 96 firms (with some overlap between the lists). Consolidating the District's on-call service lists will improve administrative efficiency and public transparency. Billing rates will be established prior to the issuance of a Task Order and will be within the range of acceptable industry practice for the type of services being provided.

**ATTACHMENTS:**

Attachment A – 2015 On-call Service Providers List  
Attachment B – On-Call Professional Services Agreements

## Attachment A

## 2015 On-Call Professional Services Providers List

Firm	Selected Service Categories ("X")							Capacity*
	A	B	C	D	E	F	G	
Action Research						X		\$800,000
AECOM Technology Company/ URS Corporation Americas	X	X		X	X	X		\$2,000,000
AEI-CASC Engineering, Inc. dba CASC Engineering and Consulting						X		\$1,200,000
Albert A. Webb Associates	X		X		X		X	\$2,000,000
Alta Environmental, LP						X		\$1,200,000
AMEC Environmental & Infrastructure, Inc.					X	X		\$1,900,000
Aragon Geotechnical, Inc.			X	X				\$1,000,000
Atkins North America, Inc.	X						X	\$2,000,000
AZTEC Engineering Group, Inc.				X				\$200,000
Babcock Laboratories, Inc. dba E. S. Babcock & Sons, Inc.						X		\$1,200,000
BergerABAM, Inc.		X						\$300,000
Blankinship & Associates, Inc.						X		\$400,000
C Below, Inc.				X				\$200,000
CARDNO, Inc.					X	X		\$2,000,000
CDM Smith Inc.						X		\$1,200,000
Chambers Group, Inc.					X			\$800,000
CHJ Consultants				X				\$500,000
Cvaldo Corporation	X						X	\$2,000,000
Dudek	X				X	X		\$2,000,000
ECORP Consulting, Inc.					X			\$800,000
Engineering Resources of Southern California, Inc.	X							\$800,000
GEI Consultants Inc.				X				\$1,200,000
Genterra Consultants				X				\$1,200,000
Geocon West, Inc.			X	X				\$700,000
Geosyntec Consultants				X		X		\$2,000,000
Glenn Lukos Associates, Inc.					X			\$400,000
Habitat Restoration Sciences, Inc.					X			\$400,000
Harris & Associates			X					\$900,000
HDR Engineering, Inc.	X		X	X		X		\$2,000,000
Helix Environmental Planning, Inc.					X			\$800,000
ICCS (Innovative Construction Consulting Services)			X					\$300,000
ICF Jones & Stokes, Inc.					X			\$800,000
Inland Foundation Engineering, Inc.			X	X				\$700,000
JE Fuller/Hydrology and Geomorphology, Inc.	X							\$800,000
JLC Engineering & Consulting, Inc.	X							\$800,000
K&A Engineering, Inc.	X	X						\$1,000,000
Kleinfelder, Inc.				X				\$1,200,000
Krieger and Stewart, Incorporated	X		X				X	\$2,000,000
Larry Walker Associates						X		\$1,200,000
Leighton Consulting, Inc.			X	X				\$700,000
Lilburn Corporation					X			\$800,000
LSA Associates, Inc.					X			\$800,000
O'REILLY PUBLIC RELATIONS						X		\$800,000
Pacific Advanced Civil Engineering, Inc.	X							\$800,000

2015 On-Call Professional Services Providers List

Firm	Selected Service Categories ("X")							Capacity*
	A	B	C	D	E	F	G	
Paradigm Environmental, Inc.						X		\$800,000
PSOMAS					X			\$800,000
RBF Consulting	X	X			X	X	X	\$2,000,000
RMC Water and Environment						X		\$1,200,000
S. Groner Associates, Inc.						X		\$800,000
Saf-R-Dig Utility Surveys, Inc.				X				\$200,000
SWG, Inc. dba Earth Systems Southwest			X	X				\$1,400,000
Tetra Tech, Inc.	X			X		X		\$2,000,000
The Converse Professional Group dba Converse Consultants				X				\$500,000
TKE Engineering, Inc.			X					\$600,000
Tory R. Walker Engineering, Inc.						X		\$400,000
TRC Solutions, Inc.					X			\$800,000
Underground Solutions, Inc				X				\$200,000
Vali Cooper & Associates, Inc.			X					\$900,000
Watearth, Inc.						X		\$1,200,000
WEST Consultants, Inc.	X							\$800,000
Weston Solutions, Inc						X		\$1,200,000
Willdan Engineering		X	X					\$600,000
Yeager Environmental Associates, Inc.						X		\$400,000

\* Agreement totals were determined considering the number and types of tasks within each service category, for which the firm was selected.

Service Categories	
A	Hydrology and Hydraulics
B	Structural
C	Construction Oversight and Management
D	Geotechnical Engineering and Potholing
E	Environmental and Regulatory Compliance
F	Watershed Protection Programs
G	Development Plan Check

**Attachment B**

<b>Firm Name</b>
Action Research
Alta Environmental, LP
Atkins North America, Inc.
Babcock Laboratories, Inc.
C Below, Inc.
CHJ Consultants
CARDNO, Inc.
AEI-CASC Engineering, Inc.
CDM Smith, Inc.
Chambers Group, Inc.
The Converse Professional Group
Cvaldo Corporation
Dudek
SWG, Inc.
ECORP Consulting, Inc.
Engineering Resources, Inc.
Genterra Consultants
Geosyntec Consultants
Glenn Lukos Associates, Inc.
Habitat Restoration Sciences, Inc.
HDR Engineering, Inc.
Helix Environmental Planning, Inc.

<b>Firm Name</b>
ICF Jones & Stokes, Inc.
JE Fuller/Hydrology and Geomorphology, Inc.
Kleinfelder, Inc.
Krieger and Stewart, Inc.
Leighton Consulting, Inc.
Lilburn Corporation
O'Reilly Public Relations
Pacific Advanced Civil Engineering, Inc.
Paradigm Environmental, Inc.
RBF Consulting
RMC Water and Environment
Tetra Tech, Inc.
TKE Engineering, Inc.
Underground Solutions, Inc.
Albert A. Webb Associates
West Consultants, Inc.
Yeager Environmental Associates, Inc.