



# Santa Clara Valley Water District

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**File No.:** 24-0582

**Agenda Date:** 6/25/2024

**Item No.:** \*8.1.

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## BOARD AGENDA MEMORANDUM

Government Code Section 84308 Applies: Yes  No   
(If "YES" Refer to Attachment A)

### SUBJECT:

Approve the Standard On-Call Consultant Agreement A5033A with R.E.Y. Engineers, Inc., to provide On-Call Land Surveying and Mapping Services, Project No. 00074036, PB File VW0344, for a not-to-exceed fee of \$3,000,000. (\* PREVIOUSLY LISTED AS ITEM 7.1)

### RECOMMENDATION:

Approve the Standard On-Call Consultant Agreement A5033A with R.E.Y. Engineers, Inc., to provide On-Call Land Surveying and Mapping Services, Project No. 00074036, PB File VW0344, for a not-to-exceed fee of \$3,000,000.

### SUMMARY:

Land surveying and mapping services are needed for cross sections of creeks, right-of-way determination, topography, monitoring of dams and treatment plants, and for new project hydraulic modeling and preliminary designs. Project construction needs survey control lines, right-of-way staking, confirmation of the contractor's work (line and grade), and surveys for as-build plans. Also, any new easement or fee property needed to build these projects requires a survey plat and description.

The District's Land Surveying and Mapping Unit (LSMU) has had several on-call agreements to assist in completing work in excess of staff capacity for over 20 years. The on-call contract is essential to manage occasional spikes in work requests, ensuring that all deadlines are met efficiently. The current contract expires on June 30, 2024.

In calendar year 2024 and the following years, an on-call consultant will be needed to maintain operational efficiency and meet increased demands without overwhelming the current staff, especially during periods of limited staffing due to retirements, increase in construction survey needs, and to account for unbudgeted work requests.

Task Orders for land surveying and mapping services will be issued for the requested work. LSMU staff will write the Task Order, scope of work, and develop an estimated cost for the work. The consultant will review the Task Order and negotiate any changes. Task Orders will be issued only with the District Project Manager's approval and with adequate funds in the project to pay the Task Order.

### **Consultant Selection Process**

Prior to publishing the Request for Proposals (RFP) to solicit On-Call Land Surveying and Mapping services, staff conducted outreach to two hundred fifty (250) firms registered with the National Institute of Governmental Purchasing, Inc. (NIGP), category code 92586 - Surveyor Services, Land, which is one of four (4) targeted categories within Santa Clara Valley Water District's (Valley Water) Procurement Portal, PlanetBids (PB). Staff also issued advertisements in the San Jose Post Record newspaper and Small Business Exchange, Inc.

On December 8, 2023, staff published the RFP for land surveying and mapping services for the On-Call Land Surveying and Mapping Services Project. The publication enacted the automatic notification to the two hundred fifty (250) firms registered with NIGP, category code; 92586 - Surveyor Services, Land, one of four (4) targeted categories with in PB.

Of the total 250 firms informed of the solicitation, twenty-eight (28) firms confirmed interest as prospective proposers in PB. A total of seven (7) proposals were received on February 1, 2024, from the following consultant firms: Carnes & Ekparian, GIS Surveyors, Inc., GUIDA, R.E.Y. Engineers, Inc., Sandis Civil Engineers Surveyors Planners, Siegfried Engineering, Inc. and Towill, Inc.

An Evaluation Committee (EC), consisting of four (4) Valley Water panelists with subject matter expertise with land surveying and mapping services, evaluated and ranked the written proposals. Based on the technical and interview evaluations, the EC recommended that staff proceed to contract negotiations with the highest-ranked firm, R.E.Y. Engineers, Inc., (Consultant).

Negotiations with R.E.Y. Engineers, Inc., have been successfully completed. Staff recommends Board approval of the Standard On-Call Consultant Agreement with R.E.Y. Engineers, Inc., to provide land surveying and mapping services for the On-Call Land Surveying and Mapping services Project, for a not-to-exceed fee of \$3,000,000.

### **ENVIRONMENTAL JUSTICE AND EQUITY IMPACT:**

There are no Environmental Justice and Equity Impacts associated with this item.

### **FINANCIAL IMPACT:**

This agreement is for a not-to-exceed amount of \$3,000,000 for five years. No funds will be encumbered at this time. On-Call services will be charged in accordance with each approved task order to budgeted funds from the respective projects that utilize the on-call agreement.

### **CEQA:**

The recommended action does not constitute a project under CEQA because it does not have the potential for resulting in direct or reasonably foreseeable indirect physical change in the environment.

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**ATTACHMENTS:**

Attachment A: Gov. Code 84308

Attachment 1: Agreement, R.E.Y. Engineers, Inc.

**UNCLASSIFIED MANAGER:**

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