



# Santa Clara Valley Water District

---

**File No.:** 18-1071

**Agenda Date:** 1/8/2019

**Item No.:** 6.1.

---

## BOARD AGENDA MEMORANDUM

### **SUBJECT:**

Agreement with R.E.Y. Engineers, Inc., for a Not-to-Exceed Amount of \$1,500,000 for On-Call Land Surveying and Mapping Services.

### **RECOMMENDATION:**

Approve the agreement with R.E.Y. Engineers, Inc., for on-call land surveying and mapping services for a not-to-exceed fee of \$1,500,000.

### **SUMMARY:**

Land surveying and mapping services are needed for District operations and maintenance activities and for planning, design, and construction of capital improvement projects. Cross sections of creeks, right-of-way determination, and topography are required for project hydraulic modeling and preliminary designs. Survey control lines, right-of-way staking, confirmation of the contractor's work (line and grade), and surveys for as-built plans are required for project construction work. Also, any new easement or fee property needed for land transfers or project construction requires a survey plat and description.

In the last five years, the District's Land Surveying and Mapping Unit (LSMU) has had an on-call agreement to assist in completing work in excess of staff capacity. The previous contract expired on December 10, 2018. The not-to-exceed amount of the last agreement was \$1,500,000 and \$1,334,773 was expended over five years. Staff is recommending a new on-call consultant agreement to replace the previous agreement that expired on December 10, 2018. The on-call agreement will allow supplemental resources to ensure land surveying and mapping services are provided timely, during high demand periods, to support District operations and capital improvement projects.

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:**

On June 21, 2018 staff re-published a Request for Proposals (RFP) for on-call land surveying and

---

mapping services (RFP #4896) and distributed to firms on the District's self-registered list of LS 10 - Land Surveying Services. In addition, the RFP was posted on the District's Contract Administration System internet portal.

The RFP was advertised for a three-week period. Five proposals were received by the proposal submittal deadline of July 12, 2018.

A Consultant Review Board (CRB), consisting of two subject matter experts from the District and one external subject matter expert from the County of Santa Clara, evaluated and ranked the written proposals and oral interviews. Based on the combined (written and oral) rating scores, the CRB recommended that staff undertake contract negotiations with R.E.Y. Engineers, Inc., the highest rated firm.

On September 5, 2018 staff initiated agreement negotiations with R.E.Y. Engineers, Inc.

**Consultant Agreement and Scope of Services:**

The recommended consultant agreement with R.E.Y. Engineers, Inc., includes the required tasks and budget in the following areas:

- 1) Preliminary and Design Level Surveying: Topographic field surveys, expansion of project control, prepare photogrammetric base maps, LiDAR surveys, bathymetric surveys, 3D scanning, establish control networks for design, perform design level data surveys, and determine pothole locations;
- 2) Cadastral Surveys: Perform cadastral recovery and field ties, provide Right of Way services, monument the Right of Way, and prepare Record of Survey;
- 3) Construction Surveying: Provide construction surveying and support for District construction projects;
- 4) Monitoring Surveys: Perform monitoring surveys of District facilities in accordance with Land Survey and Mapping Unit's policies and procedures; and
- 5) Supplemental Staffing: Provide competently trained and prepared field staff to assist on an as-needed basis to work with District Field Survey in the field or the office on an as needed basis.

**FINANCIAL IMPACT:**

This agreement is for a not-to-exceed amount of \$1,500,000 for three years. There are adequate budgets in various operating and capital improvement projects to pay for land surveying and mapping services that are required for those projects.

**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.

**ATTACHMENTS:**

---

**File No.:** 18-1071

**Agenda Date:** 1/8/2019  
**Item No.:** 6.1.

---

Attachment 1: Agreement

**UNCLASSIFIED MANAGER:**  
Ngoc Nguyen, 408-630-2632