

**COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS - LAND USE  
WEDNESDAY, SEPTEMBER 25, 2024**

**MINUTE ORDER NO. 1**

**SUBJECT: AUTHORIZATION TO ISSUE REQUEST FOR STATEMENT OF QUALIFICATIONS AND TO NEGOTIATE AND AWARD CONTRACTS FOR AS-NEEDED ENGINEERING DESIGN, PROJECT MANAGEMENT, AND PROFESSIONAL LAND SURVEYING AND RELATED CEQA EXEMPTION (DISTRICTS: ALL)**

**OVERVIEW**

The County of San Diego (County) Department of Public Works (DPW) is responsible for constructing and maintaining reliable infrastructure throughout the unincorporated areas of the county. DPW currently maintains 1,947 miles of roads, 208 bridges, 56 miles of guardrail, over 18,000 culverts, 208 traffic signals and a myriad of other facilities including but not limited to traffic safety devices, airports, water and wastewater facilities, closed landfills, pathways, and sidewalks. DPW also develops projects that improve our communities, such as complete street roadway improvements, drainage and watershed quality improvements, new sidewalks and bike lanes, intersection improvements, bridge widenings and replacements, and related facilities for our growing communities. These facilities support the transportation of persons and goods throughout the county, sustain and bolster economic development, encourage business opportunities, and promote thriving communities.

DPW relies on dedicated County staff and as-needed contracted professionals to maintain and improve County infrastructure. DPW's budget for capital projects changes from year to year based on needs and available funding. The approved capital project budget in Fiscal Year 2024-25 is over \$180 million and has more than doubled over the past decade, partially due to additional gas tax approved in 2017 under Senate Bill 1, the Road Repair and Accountability Act, and partially due to one-time funding for capital improvements. DPW has increased staffing levels to support long term workload needs, but additional as-needed contracted professionals are required to assist with the delivery of one time projects and specialized work. As-needed contracted professional services offer many benefits such as providing greater flexibility in subject matter expertise that can change from one project to the next. Contracted staffing levels can also be adjusted quickly as work levels increase or decrease throughout the life of a project or when priorities change, which increases efficiency. DPW is not obligated to use any of the contract capacity that is awarded for as-needed contracts providing significant flexibility should budgets or priorities change. Awarded as-needed contracts also include language that helps minimize County liability for work done by as-needed contracted professionals reducing overall risk to the County.

DPW coordinates with the Department of Purchasing and Contracting (DPC) to procure as-needed contracted professional services in accordance with the County Board of Supervisors (Board) Policy F-40, Procuring Architectural, Engineering and Related Professional Services (F-40) and County Code of Administrative Ordinances, Article XXIII, Section 401 (Section 401).

The procurement process starts with DPC issuing a Request for Statement of Qualifications to gather information on engineering firms interested in working on County projects. Subject matter experts subsequently review and rate each firm based on their qualifications. This competitive process ensures the most qualified consulting firms are identified and selected to support DPW in the design and delivery of projects that will maintain and improve the County's infrastructure. The use of F-40

contracts allows DPW to supplement our in-house resources for one-time project needs for engineering design, project management, technical report development, professional land surveying, and associated subject matter expertise that support DPW programs, and assist with the delivery of capital improvement projects.

DPW develops projects that maintain and improve County infrastructure. Over the past several years, DPW has experienced an increase in the size and number of capital projects because of new regulations and initiatives, and associated increased funding from federal, State, and local sources. At the federal level, DPW has seen increases in Federal Aviation Administration funding for County Airports, and we anticipate new funding for transportation programs from the Inflation Reduction Act, Bipartisan Infrastructure Law and the Infrastructure, Investment and Jobs Act. At the State level, funding has increased as a result of the Road Repair and Accountability Act. And at the local level, DPW has received additional funding to support projects to meet water quality regulations and closed landfills. These are in addition to ongoing historic funding sources to support and maintain infrastructure such as gas tax, grants, service and user fees, and Transnet funding, a half-cent countywide sales tax administered by the San Diego Association of Governments. DPW also supports other County departments with as-needed contracted professionals such as Planning and Development Services' initiatives around the Climate Action Plan and Development Feasibility Analysis. These increases and initiatives are driving the need for additional as-needed contracted professional services to support the associated increase in projects.

As-needed contracted professionals have always played an important role in supplementing County staff resources to ensure the delivery of projects on time and within budget. Historically, these services were procured without Board approval because those contracts were under the \$1 million authority set for the Director of Purchasing and Contracting (DPC Director) in Section 401(b)(2). However, based on historical data and future projections, DPW now forecasts that up to \$10 million in as-needed contracted professional services are needed each year over the next five years, exceeding the DPC Director's approval authority under Section 401(b)(2). To ensure a full spectrum of as-needed contracted professional services are available to support County staff, DPW is requesting authority from the Board to procure four as-needed contracts for professional services in the amount of \$2.5 million per contract, per year. Each contract will allow an option to renew annually for up to an additional four years to meet current and future demands. DPW has estimated that up to \$50 million in as-needed contracted professional support will be necessary over the next five years to successfully deliver the inventory of capital projects that are currently in progress and planned in the future. Supplementing the capacity provided by existing contracts, this procurement will provide the additional capacity needed to address DPW's full workload.

This is a request for the Board to authorize issuance of a Request for Statement of Qualifications to negotiate and award up to four contracts for as-needed contracted professional services. The maximum combined amount for the four contracts is \$10 million annually for a one-year initial term with four one-year options for a total capacity not to exceed \$50 million over a five-year period.

## **RECOMMENDATION(S)**

### **CHIEF ADMINISTRATIVE OFFICER**

1. Find that the proposed action is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15060(c)(3) because it is a government fiscal activity that does not involve any commitment to any specific project that could result in a potentially significant physical impact on the environment and is thus not a project as defined by Section 15378 of the State CEQA Guidelines.
2. In accordance with Board Policy F-40, Procuring Architectural, Engineering and Related Professional Services, approve and authorize the Director, Department of Purchasing and Contracting, to issue a Request for Statement of Qualifications for as-needed engineering, design, project management and professional land surveying services, and upon successful negotiation and determination of a fair and reasonable price, award up to four contracts for an initial term not to exceed one year, with up to four one-year option periods, and a not-to-exceed annual value of up to \$2,500,000 per contract and a total not-to-exceed value of \$50,000,000; and to amend contracts as needed to reflect changes in services and funding allocation.

### **EQUITY IMPACT STATEMENT**

DPW uses data gathered from CalEnviroScreen (4.0) and California's Healthy Places Index (HPI - 3.0) to identify and prioritize capital improvement projects. DPW uses the collected data to prioritize projects based on risk to public health and safety, with considerations to historically underserved communities. Board of Supervisors (Board) Policy F-40, Procuring Architectural, Engineering and Related Professional Services also mandates the use of Board policy B-53 which promotes small and disadvantaged businesses during the procurement process.

HPI and CalEnviroScreen are metrics used to compare community conditions across the State and determine if communities are disproportionately burdened by pollution sources and to explore local factors that predict life expectancy. The HPI score combines 25 community characteristics, such as housing, education, economic, and social factors, and is used to compare community conditions shaping health outcomes for residents. Communities are rated on a scale of 0 to 100, where scores closer to 100 indicate healthier community conditions, and scores closer to 0 indicate less healthy community conditions. CalEnviroScreen identifies pollution sources within communities and how those sources impact human health and the environment. A pollution burden score is calculated that reports how significantly communities are impacted by pollution sources.

### **SUSTAINABILITY IMPACT STATEMENT**

Today's action to authorize a Request for Statement of Qualifications for as-needed contracted professional services support the County of San Diego's (County's) Sustainability Goals to protect the environment, and health and well-being of residents. Performing maintenance work in a timely manner has economic, environmental, health and wellbeing benefits and prevents more costly repairs in the future. Maintenance and improvement projects also support the County's sustainability goals of protecting ecosystems, habitats, and water quality objectives among others.

## **FISCAL IMPACT**

Funds for this request are included in the Fiscal Year 2024-25 Operational Plan in the Department of Public Works, Road Fund. If approved, a competitive solicitation for as-needed contracted professional services will be issued and contracts could be awarded resulting in an estimated annual expenditure up to \$10,000,000 per year for five years starting in Fiscal Year 2024-25. The potential funding sources are State of California Gas Tax, available prior year Road Fund fund balance, TransNet, Transportation Impact Fees, and State and federal grants.

The total expenditures for all five years will not exceed \$50,000,000 through Fiscal Year 2028-29. As projects and funding are identified, the Department of Public Works will return to the Board of Supervisors to establish appropriations in future Operational Plans. There will be no change in net General Fund cost and no additional staff years.

## **BUSINESS IMPACT STATEMENT**

When approved by the Board of Supervisors for advertising and award, County of San Diego contracts will be competitively bid and help stimulate the local economy by creating employment opportunities. Non-professional job classifications, as identified by the California Department of Industrial Relations (DIR), that are employed on public works projects must be paid the prevailing wages determined by DIR according to the type of work and location of the project. The prevailing wage rates are usually based on rates specified in collective bargaining agreements.

## **ACTION:**

ON MOTION of Supervisor Montgomery Steppe, seconded by Supervisor Desmond, the Board of Supervisors took action as recommended, on Consent.

AYES: Anderson, Lawson-Remer, Montgomery Steppe, Desmond

ABSENT: Vargas

State of California)  
County of San Diego)

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER  
Clerk of the Board of Supervisors



**Signed**  
**by** Andrew Potter

