

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS  
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # \*B-2

Urgent

Routine

*ph*

AGENDA DATE November 1, 2011

CEO Concur with Recommendation YES  NO

4/5 Vote Required YES  NO

(Information Attached)

SUBJECT:

Approval to Issue a Request for Qualifications and Proposals for On-Call Code Review Services and Estimating Services for Various Capital Projects

STAFF RECOMMENDATIONS:

1. Authorize the Project Manager to issue a Request for Qualifications and Proposals (RFQ-P) for On-Call Code Review Services relating to various Capital Projects.
2. Authorize the Project Manager to issue a Request for Qualifications and Proposals (RFQ-P) for On-Call Estimating Services relating to various Capital Projects.
3. Direct staff to return to the Board of Supervisors to recommend a contract for these two services.

FISCAL IMPACT:

On April 22, 2008, the Board of Supervisors approved entering into contracts with Bureau Veritas North America, Inc. and Interwest Consulting Group for On-Call Code Review services. At that time, the Board also approved entering into contracts with Leland Saylor and MicroEstimating for On-Call Estimating Services. The term of the Agreement for both services will expire December 31, 2011.

Each individual capital project requires approval by the Board of Supervisors at each major milestone of its development and delivery, and no funds will be expended until the project budgets are adopted by the Board of Supervisors.

BOARD ACTION AS FOLLOWS:

No. 2011-651

On motion of Supervisor O'Brien, Seconded by Supervisor De Martini

and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Withrow, De Martini, and Chairman Monteith

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1)  Approved as recommended

2)  Denied

3)  Approved as amended

4)  Other:

MOTION:



ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

## **DISCUSSION:**

An integral part of the planning and design as well as construction of any capital project are the various expert and professional services needed to support each project. Both code reviews, which are required by law, and estimating services are critically needed to support efforts for each capital project to ensure its successful delivery.

### Code Reviews

Code reviews are required for each capital project. The code reviewer must review drawings, computations, and additional data for compliance with structural design requirements and the building mechanical, plumbing, electrical and health and safety codes. The code reviewer must:

- Ascertain whether the construction indicated and described is in accordance with the requirements of the technical codes, all pertinent laws, and ordinances;
- Determine if the plans conform to the required strengths, stresses, strains, loads, and stability required by law;
- Determine conformance with use and occupancy classification, general heights and areas, types of construction, fire protection systems means of egress, accessibility, structural design, soils and foundations, and masonry;
- Sign the plans when the plans meet applicable code requirements.

### Estimates

Estimates of the probable cost of construction are an essential tool to direct and control the cost of capital projects. Estimates are often done at the programmatic level to develop Cost models and at the Schematic, Design Development and at the Construction Document Phases to determine if the design is within budget, to ensure that each Capital Project can be successfully delivered below the Project Budget. Estimating Services also participate in Value Engineering (VE) Sessions and in Life Cycle Cost studies.

### Recommended Actions

At this time, the Project Manager is requesting the Board of Supervisors authorize staff to issue a Request for Qualifications and Proposals (RFQ-P) for both On-Call Code Review and On-Call Estimating Services for current and future projects. This process will allow both a qualifications and proposal based on review. The cost of such services will be contracted for in advance, and this approach will ensure that such services are available when the individual projects reach the stage of code review and/or estimating. Staff will return to the Board of Supervisors and recommend an award for each of these professional services.

**POLICY ISSUES:**

Approval of the action supports the Board's priority of Efficient Delivery of Public Services by contracting for services in advance, ensuring that such services are available when the individual projects reaches the stage where these services are required.

**STAFFING IMPACTS:**

Current Capital Projects staff will supervise the contracts for On-Call Code Review and On-Call Estimating firms. There is no additional staffing impact associated with the recommended actions.

**CONTACT PERSON:**

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