



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
From: Lewis T. Broschard III, Chief, Contra Costa Fire Protection District
Date: October 4, 2022

Subject: Contract with Ross, Drulis, Cusenbery Architecture for On-Call Architectural Services

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or designee, to execute a contract with Ross, Drulis, Cusenbery Architecture, in an amount not to exceed \$900,000, to provide on-call architectural services for various fire station related projects, for the period of September 13, 2022 through September 12, 2027, with an option for a one-year extension.

FISCAL IMPACT:

100% CCCFPD Capital Construction Fund. Projects will be assigned to the on-call architect when there is an approved project and funding.

BACKGROUND:

The purpose of the on-call contract is to provide architectural services for various fire station related projects as they occur during the Agreement period. The on-call architect will provide typical architectural services, such as programming, design and construction administration. The type, size, and location of projects will vary. Typical projects may include new construction, building renovations/modernizations, remodeling of an entire building or specific areas within a building, tenant improvements, exterior building restorations, mechanical-electrical-plumbing upgrades, structural improvements,

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **10/04/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II
Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: October 4, 2022

Monica Nino, County Administrator and Clerk of the
Board of Supervisors

Contact: Aaron McAlister, Deputy
Fire Chief (925) 941-3300 x1101

By: Antonia Welty, Deputy

cc:

code-related improvements and deferred maintenance improvements.

BACKGROUND: (CONT'D)

Having this on-call agreement in place will save the Fire District time and money, when compared to the time and expense in conducting a consultant selection process on a project-by-project basis, and will allow the design phase to commence sooner and provide for a shorter project completion schedule. Ross, Drulis, Cusenbery Architecture was selected through a competitive qualifications-based selection process. The Contra Costa County Fire Protection District requested Statements of Qualifications (SOQs) and received twelve SOQs. Seven firms were short-listed. A selection committee, comprised of Contra Costa County Fire Protection District and Contra Costa County Public Works staff, conducted interviews and ranked the short-listed firms. It is recommended that the above firm, which is one of the three highest ranked firms, be awarded the agreement and that the on-call agreement be approved at this time. The agreement includes a one-year extension option that can be exercised by the Fire Chief if he elects to do so. Government Code Section 31000 authorizes the Fire District to contract for services including the type of architectural services that Ross, Drulis, Cusenbery Architecture provides.

The proposed Contract will have personnel hourly rates that may be increased every calendar year by 3% during the term of this Agreement.

CONSEQUENCE OF NEGATIVE ACTION:

If this agreement is not approved, the Fire District will not be able to take advantage of the responsiveness and potential time and cost savings afforded through the utilization of an on-call architectural services agreement.