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Contra Costa County

To: Board of Supervisors

From: Brian M. Balbas, Public Works Director/Chief Engineer

Date: December 11, 2018

Subject: Approve a contract with Harris & Associates, Inc. for On-Call Assessment Engineering Services,

Countywide.

# **RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a Consulting Services Agreement with Harris & Associates, Inc., in the amount not to exceed \$300,000 to provide on-call assessment engineering services, for the period January 1, 2019 to December 31, 2021, Countywide. Project No.: Various.

### **FISCAL IMPACT:**

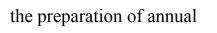
100% Special Revenue Funds.

#### **BACKGROUND:**

The Public Works Department is involved in the formation, annexation and administration of assessment districts throughout the County. As part of this regular work, consultant services are required to augment staff and provide special technical assistance on an on-call basis. After a solicitation process, Harris & Associates, Inc. was one of two firms selected to provide assessment engineering services. These services include the preparation of the annual Engineer's Report for the Countywide Lighting and Landscaping Districts (LL-2),

✓ APP	ROVE	OTHER
RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE		
Action of Board On: 12/11/2018 APPROVED AS RECOMMENDED OTHER		
Clerks Notes:		
VOTE OF SUPERVISORS		
AYE:	Candace Andersen, District II Supervisor	
	Diane Burgis, District III Supervisor	I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the
	Karen Mitchoff, District IV Supervisor	Board of Supervisors on the date shown.  ATTESTED: December 11, 2018
	Federal D. Glover, District V Supervisor	David Twa, County Administrator and Clerk of the Board of Supervisors
ABSENT:	John Gioia, District I Supervisor	By: Laura Cassell, Deputy
Contact: Rochelle Johnson (925)		

cc: Slava Gospodchikov - Engineering Services, Rochelle Johnson - Special Districts, Carl Roner- Special Districts, Scott Anderson - Special Districts, Paulette Denison- Finance, Scott Alman, Harris & Associates, Inc.



# **BACKGROUND: (CONT'D)**

reports for County Service Areas, sanitation districts and water districts, the preparation of preliminary and final tax rolls, conducting feasibility, rate and nexus studies, the preparation of documents for assessment district formation, proceedings and annexations, and other assessment engineering services as needed.

### CONSEQUENCE OF NEGATIVE ACTION:

Without the approval of the Board of Supervisors, this Consulting Services Agreement would not be executed. This would delay assessment engineering processes for various special districts in the County, interrupting funding and delivery of public services.