

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE SAN BERNARDINO COUNTY FLOOD CONTROL DISTRICT  
AND RECORD OF ACTION**

September 15, 2020

**FROM**

**LUTHER SNOKE, Interim Director, Department of Public Works – Transportation, Solid Waste Management, and Flood Control District**

**SUBJECT**

Professional Service Providers for On-Call Biological Resource Services

**RECOMMENDATION(S)**

1. Acting as the governing body of the County of San Bernardino (County):
  - a. Approve the list of 16 professional service providers (Providers), as shown in Exhibit “A,” as pre-qualified to provide the County with on-call Biological Resource services, from September 15, 2020 to June 30, 2025, for future transportation and solid waste projects.
  - b. Approve the contract template (Attachment “1”) for the Providers, which includes additional contract terms and conditions for on-call Biological Resource services.
  - c. Authorize the Purchasing Agent to issue separate Contracts to the Providers on an as needed basis, for a total aggregate cost not-to-exceed \$3,000,000 for on-call Biological Resource services.
2. Acting as the governing body of the San Bernardino County Flood Control District (District):
  - a. Approve the list of 16 professional service providers (Providers), as shown in Exhibit “A,” as pre-qualified to provide the District with on-call Biological Resource services, from September 15, 2020 to June 30, 2025, for future flood control projects.
  - b. Approve the contract template (Attachment “1”) for the Providers, which includes additional contract terms and conditions for on-call Biological Resource services.
  - c. Authorize the Purchasing Agent to issue separate Contracts to the Providers on an as needed basis, for a total aggregate cost not-to-exceed \$3,000,000 for on-call Biological Resource services.

(Presenter: David Doublet, Deputy Director, 387-7906)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost) as this item seeks the approval of a list of qualified firms to provide the County and the District with on-call Biological Resource services. The Department of Public Works - Transportation Division (Transportation) is funded by Gas Tax revenue and other local, state, and federal funding. The Department of Public Works - Solid Waste Management Division

**Professional Service Providers for On-Call Biological Resource Services**  
**September 15, 2020**

(SWMD) is funded by fee revenue that are charged to the public and other agencies for utilization of the County Waste Disposal System. The District is funded by property taxes, fee revenue, and other local, state, and federal funding. One of the above funding sources will be utilized to fund costs for on-call Biological Resource services, depending on the project, and the County's/District's needs for future services. Total contract expenditures will be limited to available funding and will not exceed \$3,000,000 each for the County and the District during the period of September 15, 2020 through June 30, 2025. Sufficient appropriation has been included in the Department of Public Works' 2020-21 operational budgets for Transportation (6650002000), SWMD (6700004250), and the District (1970002510) and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The list of professional service providers and the work orders assigned to this list, will assist the County and the District in acquiring Biological Resource services from qualified firms on future transportation, solid waste, and flood control projects. The firms may have work issued to them on an as-needed and project-by-project basis. Qualified professional service providers will assist the County and the District with a range of biological resource management services, including but not limited to, biological surveys, biological monitoring, and the preparation of various National Environmental Policy Act (NEPA), and California Environmental Quality Act (CEQA) documents and reports for various locations in San Bernardino County. As services are required, the County or District will determine the funding source of the project and request proposals from firms on the list.

The recommended actions allow the County and the District to operate in a fiscally-responsible and business-like manner by allowing the County and the District to create a pre-qualified list of firms who will assist in the development and implementation of various compliance requirements in the most cost-effective and efficient manner. In addition, the list of pre-qualified firms will create efficiencies within the bidding and contracting process. The use of outside service providers is required as the needs of the County and the District exceed available staff, as well as the fact some services require unique expertise not currently available with County and District staff.

**PROCUREMENT**

The Department of Public Works and the District issued Request for Proposal PWG120-LANDD3754 (RFP) on June 1, 2020, to solicit and create a list of qualified firms for the provision of on-call Biological Resource services for the County and the District. Further, per the participation clause in the RFP, Special Districts is able to use the on-call list as necessary. Sixteen firms submitted a proposal in response to the RFP. A panel of knowledgeable staff from the County and the District reviewed the proposals submitted and determined all 16 met the qualifications and requirements necessary to be placed on the list of qualified firms (Exhibit A). Although the RFP contemplated contracts would be awarded on a project-by-project basis, the County and the District are recommending that on-call contracts be awarded and work be assigned on a project-by-project basis.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Kristina Robb, Sophie A. Akins, and Suzanne Bryant, Deputy County Counsels, 387-5455) on August 3, 2020; Purchasing (Jason Cloninger, Lead Buyer, 387-8258) on August 11, 2020; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on August 26, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on August 31, 2020.

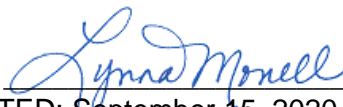
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Services  
September 15, 2020**

Record of Action of the Board of Supervisors  
County of San Bernardino  
San Bernardino County Flood Control District

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales   Seconded: Janice Rutherford  
Ayes: Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales  
Absent: Robert A. Lovingood

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: September 15, 2020



cc:     File- Transportation General w/attach  
LA     09/25/2020