



COUNTY of VENTURA

GENERAL SERVICES AGENCY
David J. Sasek, P.E.
Agency Director

Craig Clutts, P.E., CEM
Chief Deputy Director
Facilities & Materials

Cliff Chroust, CPPO
County Chief Procurement Officer
Deputy Director

Greg Bergman, CPA
Administrative Services Director

Christopher Melton, M.L.T.M.
Fleet Services Deputy Director

J. Colter Chisum, P.E.
Parks Department Deputy Director

March 26, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

SUBJECT: Adopt the Attached Resolution Delegating to the Director of the General Services Agency the Authorities Specified in Existing Resolutions Establishing Policy on Contracting for Professional Consulting Services Related to Public Works Projects and Raising the Dollar Limit on Class IA Contracts Specified in Such Resolutions from \$35,000 to \$65,000.

RECOMMENDATION:

Adopt the attached resolution delegating to the Director of the General Services Agency (GSA) the authorities, subject to the policies and limitations, specified in existing resolutions establishing policy on contracting for professional consulting services related to public works projects, and raising the dollar limit on Class IA contracts specified in such resolutions from \$35,000 to \$65,000.

FISCAL/MANDATES IMPACT:

There are no County costs associated with this Board item.

STRATEGIC PLAN PRIORITY:

The item in this Board letter supports the priority of the County Strategic Plan of Reliable Infrastructure and Sustainability by enabling the General Services Agency to run a competitive process for the selection of Professional Consultants delivering better infrastructure and facilities.

DISCUSSION:

On February 6, 1996, and November 3, 1998, your Board adopted resolutions delegating authorities to the Director of Public Works, regarding procurement and management of contracts for professional consulting services related to public works projects, such as architectural, engineering, and environmental services, for the County, Fire Protection District, Watershed Protection District, Waterworks Districts Nos. 16, 17 and 19, and the Library District (Exhibit 1). The resolutions (which are substantially the same) establish County and District policy on contracting for professional consulting services, including procedures for selecting consultants based on qualifications to ensure compliance with requirements in state law and conditions of certain federal funding. The resolutions also include procedures and authorities for issuing work orders under annual professional services contracts approved by your Board and for modifying stand-alone professional services contracts approved by your Board.

The proposed resolution, Exhibit 2, would authorize the Director of GSA to exercise the same authorities granted to the Director of Public Works in the 1996 and 1998 resolutions, subject to the same policies and limitations, and redelegate such authorities. Since the resolutions were adopted over 25 years ago, GSA has taken on a significant role in managing Public Works projects. GSA's Facility Project Group handles a significant volume of Public Works projects related to renovation and repair of County and special district facilities through its job order contract program. GSA will deliver approximately \$29 million in Public Works projects this fiscal year, including a project as large as \$5 million. GSA regularly needs architectural and engineering services and has ample expertise selecting and managing professional services consultants.

The resolutions limit staff's authority to enter contracts for services for planning construction projects for which your Board has not yet indicated its approval (called "Class IA" contracts) to \$35,000. (See Exhibit 1 section 7.a.) The proposed resolution would also raise the limit on Class IA contracts to \$65,000. The value of \$35,000 in 1998 is approximately \$65,000 today.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel. If you have any questions regarding this item, please contact Cliff Chroust at (805) 654-3718.



David J. Sasek, P.E.
Director

Exhibit 1 – Existing Resolutions
Exhibit 2 – Proposed Resolution

ec: Cliff Chroust, General Services Agency, County Chief Procurement Officer