

**MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING**

DATE: August 3, 2022
TO: Board of Directors
FROM: Kelly McCullough, Finance Manager
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Review and Approval of Agreement for Specialized Consulting Services with Regional Government Services (RGS)

SUMMARY:

Staff respectfully requests the Board consider entering into an Agreement (**ATTACHMENT 1**) with RGS for professional consulting services. Staff needs vary by division. RGS has been providing project coordination and support in numerous areas, provided in more detail, but not limited to, the Discussion section below.

FISCAL IMPACT:

\$115,000

FUNDING SOURCE:

6149 – Professional/Special Services/Permits
6349 – Professional Services
6549 – Professional Services
6794 – Professional Contract Services

FUNDING BALANCE:

As of the writing of this report:

6149 – \$209,405
6349 – \$41,000
6549 – \$165,000
6794 – \$898,000

DISCUSSION:

RGS is a governmental, joint powers authority, which formed in 2001 under Section 6500, to meet changing local government needs. RGS serves exclusively public sector agencies with a team of public sector experts. RGS has now served over 300 cities, special districts, joint powers authorities and other local governments and non-profits that support local governments.

RGS consultants set their own hours and work from their own office locations, have a selection of benefits and are covered by worker's compensation through RGS. In addition, RGS provides the District with a suite of insurance coverages including, general liability, automobile liability and others.

Staff initially entered into an agreement in May of FY2017-18 with RGS, for an amount not to exceed \$25,000, and expended \$2,201. Staff found the services highly valuable and affordable, and therefore, in FY2018-19, staff entered into a new agreement for an amount not to exceed \$25,000 and expended \$14,887. In FY19-20 staff entered into another agreement for an amount not to exceed \$25,000, plus a Board authorized Amendment No. 1 of \$50,000 and expended \$44,920. In March of 2021 the Board authorized Amendment No. 2 in the amount of \$81,000, spending a total of \$59,709 for FY 20-21. In October of 2021 the Board authorized Amendment No. 3 in the amount of \$72,192, spending a total of \$87,458 for FY 21-22.

Rather than amend the existing contract further, staff recommends and RGS agrees, that we enter into a new Agreement for FY22-23. The proposed Agreement provides cost estimates for professional services of \$115,000. This is not a guaranteed amount as can be seen by the previous history, but an estimate of potential hourly costs.

Staff continues to find the independent professional consulting services highly valuable, affordable and critical as projects at the Rancho Canada Unit of Palo Corona Regional Park develop and construction progresses as well as the fire prevention planning for Garland Ranch Regional Park. The developing projects are highly complex and the expertise of the independent RGS consultants have proven to save the District time and money. The RGS independent consultants have assisted the District in acquiring a stable of pre-qualified professional engineers and architects, prepared Requests for Proposals, assisted in evaluation of proposals, negotiated fees, coordinated work of the same nature between projects to reduce fees and keep projects on a timeline, assisted in project design development, and made sure that the different projects align with each other and with the various District divisions, among other things.

In addition to the capital improvement projects coordination, Garland Ranch Regional Park fuel mitigation and management planning, Coastal Development Permitting assistance, Rancho Canada Unit landscaping and irrigation planning, the consultants are assisting in utilizing these project components to coordinate with a professional grant writer, a separate contract with RGS.

As Project A (Dog Park, Restroom, Emergency Staging Area), Project B (Restroom, Event Pad, Picnic areas, Natural Play area), the Fire Management Plan/CEQA Permitting, Coastal Development Permit progress, the services of the RGS consultant will continue to be critically necessary. Therefore, staff recommends that the Board consider approving a new Agreement for Management and Administrative Services with RGS.

RECOMMENDED ACTION:

Staff recommends that the Board of Director's approve the attached (**ATTACHMENT 1**) Agreement for RGS Services substantially as written and approve of the General Manager to sign and execute said Agreement on behalf of the Board.

ATTACHMENTS:

1. [RGS Agreement for Services](#)