

## Staff Report

**Subject:** On-Call Master Services Agreement with Terracon

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**Department:** Project Management, Procurement

**Meeting Date:** March 18, 2025

**Item Description:** Consideration to approve an On-Call Master Services Agreement (MSA) with Terracon Consultants, Inc. for geotechnical engineering services.

**Summary Recommendation:** Staff recommends approval of the Master Services Agreement (MSA) with Terracon Consultants, Inc. to facilitate timely and efficient geotechnical engineering services for various County projects.

### Executive Summary/Background:

Effingham County frequently requires geotechnical engineering services, including soil analysis, pavement evaluations, and foundation assessments, for road improvements and infrastructure projects. To enhance efficiency and avoid delays associated with individual contract approvals, the County has negotiated a Master Services Agreement (MSA) with Terracon Consultants, Inc.

Key Benefits of the On-Call Contract:

- Faster Project Initiation – Eliminates the need for repeated contract approvals for each geotechnical task.
- Flexible Task Orders – Individual projects will be assigned through Task Orders under the MSA.
- Cost Efficiency – Allows for pre-negotiated terms, reducing administrative costs.
- Expertise & Consistency – Ensures continuity in geotechnical evaluations across County projects.

### Justification for Procurement Exemption

Per Effingham County's Procurement Policy (Section s, Page 35), professional services such as engineering, architecture, legal, and consulting may be exempt from competitive bidding if selection is based on qualifications rather than price.

Terracon Consultants, Inc. was selected for the MSA based on:

- Extensive Expertise: Terracon has a proven track record in geotechnical engineering, pavement evaluations, and soil analysis, essential for County infrastructure projects.
- Previous Performance: The firm has successfully completed similar projects for the County, demonstrating high-quality work, reliability, and familiarity with local conditions.
- Efficiency and Consistency: Establishing an MSA with Terracon ensures continuity in geotechnical assessments, reducing administrative delays and allowing for rapid response to project needs.

This Agreement has been reviewed and approved to form by the County Attorney.

**Alternatives for Commission to Consider**

1. Approve the On-Call MSA with Terracon to streamline geotechnical services.
2. Do not approve the agreement, requiring separate contracts for each geotechnical service, potentially delaying projects.
3. Provide staff with alternative direction.

**Recommended Alternative: 1**

**Other Alternatives: 2,3**

**Department Review:** Project Management, Procurement, Thomas & Hutton

**Funding Source:** FY25 Budget (Various Road Projects)

**Attachments:** Terracon On-Call Master Services Agreement