



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Public Works/Lag San  
**Department No.:** 054  
**For Agenda Of:** 11/7/2017  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Directors, Laguna County Sanitation District

**FROM:** Department Scott D. McGolpin, P.E., Director, x3010  
Director(s)  
Contact Info: Mark A. Schleich, P.E., Deputy Director, x3605

**SUBJECT:** Professional Services Agreement with MNS Engineers, Incorporated for Preliminary Construction Project Management Services of Laguna County Sanitation District Phase 1 Plant Upgrade - Third and Fourth Supervisorial Districts

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Directors:

- a) Approve and authorize the Chair to execute a professional services agreement with MNS Engineers, Incorporated in the amount of \$107,550 for preliminary construction project management services related to Laguna County Sanitation District wastewater reclamation plant upgrades;
- b) Find that the proposed action does not constitute a "Project" within the meaning of the California Quality Act, pursuant to 14 CCR 15378 (b)(5), in that it is a governmental administrative activity that will not result in direct or indirect changes in the environment, and approve and direct staff to file a Notice of Exemption on that basis.

**Summary Text:**

This item is on the agenda to consider approval of a professional services agreement with MNS Engineers, Incorporated (a Santa Barbara County vendor) for preliminary construction project management of the Laguna County Sanitation District (District) phase 1 plant upgrade project in the amount of \$107,550. The project replaces equipment and treatment processes determined to be

structurally deficient, are functionally obsolete and are beyond normal useful lives. It also updates operations, control and laboratory facilities. This scope of work relates to activities that occur prior to bidding out the construction contract and retaining a contractor. Overall, the size and scope of the construction is at a scale that warrants the retention of a party with expertise in construction project management. Therefore, this action requests your Board approve the agreement with MNS Engineers, Incorporated for pre-construction services. A subsequent and significant future amendment to this agreement is planned for the bulk of the construction project management services that will occur once a construction contract is awarded.

**Background:**

The existing Laguna County Sanitation District wastewater reclamation plant was built over time with facilities constructed in 1959, 1974, 1986, and 2001 and has a current treatment capacity of 3.7 mgd. A *Wastewater Reclamation Plant Facilities and Financial Master Plan* was prepared and presented to the Board in October 2011 that assessed the function and usefulness of the treatment facility infrastructure and studied treatment plant assets by evaluating equipment useful lives, function, and improvements needed to address regulatory criteria, capacity needs, customer growth, waste flow volumes and loading, and treatment and discharge alternatives.

The main component of the master plan is the Phase 1 wastewater reclamation plant upgrade, which is intended to replace aged facilities that have met their useful lives, are functionally obsolete, do not meet current design criteria, or are structurally deficient. This project is currently completing design and environmental review and is anticipated to take 30 months to construct involving civil, structural, mechanical and electrical features. Based on these complexities and the level of expertise required for construction project management services, a request for qualifications was solicited to nine engineering firms. Five statements of qualifications were received and evaluated by District staff and ranked based on qualifications and experience. Based on demonstrated competence and professional qualifications, MNS Engineer, Incorporated (a Santa Barbara County vendor) was selected.

Because some of the scope of work is needed prior to construction initiation, this action requests the issuance of an agreement to address these activities. An agreement for these preliminary services was negotiated in the amount of \$107,550 and addresses review of project plans and specifications, review of technical and environmental documents, constructability concept review, construction sequencing, construction schedule, bidding assistance, bid analysis, and assist with pre-job coordination related to filing, organization and communication. Upon award of a construction project, staff proposes to submit an amendment to the agreement addressing the scope of work related to formal construction project management services during the construction period. This subsequent scope of work will be much more significant because it will encompass the 30 to 36 month construction period.

**Performance Measure:**

Retaining professional construction project management services aids in implementing the improvements described in the master plan.

**Fiscal and Facilities Impacts:**

Budgeted: Yes.

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State			
Federal			
Fees			
LCSD Enterprise Fund	\$ 107,550		
Total	\$ 107,550	\$ -	\$ -

The cost to perform the preliminary construction project management services is estimated to be \$107,550. The expenditure of these funds will occur in this fiscal year. The source of funds is the Laguna County Sanitation District capital reserve fund.

**Special Instructions:**

Retain one (1) original agreement for Clerk of the Board records and return the other two (2) original agreements to the Laguna County Sanitation District office, attention Martin Wilder.

**Attachments:**

Attachment A: Original agreement, three (3 copies).

Attachment B: Notice of Exemption

**Authored by:**

Martin Wilder, P.E., Manager

**Copy:**

File