



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
Department No.: 054
For Agenda Of: February 27, 2018
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Scott D. McGolpin, P.E. Director, 568-3010
Director(s)
Contact Info: Mark Schleich, P.E. Deputy Director, 882-3603
SUBJECT: Approval of professional services contract with Tetra Tech Inc. for Level 2 Exceedance Response Action Storm Water Sampling at the Santa Ynez Valley Recycling and Transfer Station, Third Supervisorial District

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 Supervisors:

- a) Approve and authorize the Chair to execute the professional services contract with Tetra Tech, Inc. (a local vendor) with an end dated of June 30, 2018, for a total contract amount not to exceed \$9,945.21 for Level 2 Exceedance Response Action storm water sampling at the Santa Ynez Valley Recycling and Transfer Station.
- b) Find that the proposed action does not constitute a "Project" within the meaning of the California Environmental Quality Act pursuant to 15378(b)(5), organizational or administrative activities of governments that will not result in direct or indirect physical changes to the environment and approve the filing of the Notice of Exemption on that basis.

Summary Text:

This item is on the agenda to approve the attached professional services contract with Tetra Tech Inc. to provide regulatory compliance support to the Public Works, Resource Recovery and Waste Management Division (RRWMD) and perform Level 2 Exceedance Response Action (ERA) storm water sampling at the Santa Ynez Valley Recycling and Transfer Station (SYVRTS). The SYVRTS is subject to regulatory storm water sampling measures contained in California State Storm Water Industrial General Permit (IGP). When combined with existing County contracts, this Public Works contract of \$9,945.21

will exceed the \$100,000 countywide purchasing threshold for Tetra Tech, Inc. and therefore requires Board of Supervisors approval.

Background:

The RRWMD is responsible for the management and operation of the SYVRTS in Santa Barbara County. The SYVRTS is subject to compliance with the California State Storm Water IGP. Approval of the contract with Tetra Tech, Inc. will assist RRWMD in continued compliance with regulatory requirements by providing storm water sampling support according to RRWMD’s Level 2 ERA Action Plan. Storm water compliance support tasks include developing a concise storm water sampling plan that outlines sampling locations, sample collection timing and procedures, and laboratory analysis parameter methods; coordinating with the laboratory performing the analysis; and collecting storm water samples for up to four rain events by June 30, 2018 (Attachment A).

Tetra Tech, Inc. is listed on the Public Works Department’s Prequalified Consultant Listing for 2018-2020, approved by your Board at the January 9, 2018 hearing. Tetra Tech, Inc. has historically provided consulting services to the RRWMD for over 10 years. Tetra Tech, Inc. has expertise in solid waste facility design and permitting support, and a detailed knowledge of storm water conditions at the SYVRTS. Staff is requesting that the professional services contract with Tetra Tech, Inc. be authorized with an end dated of June 30, 2018, for a total contract amount not to exceed \$9,945.21 for Level 2 Exceedance Response Action storm water sampling.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Narrative:

Engineering costs are budgeted for in the RRWMD Engineering Program. The source of funds is the Solid Waste Enterprise Fund.

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ -	\$ -	-
State	\$ -	\$ -	-
Federal	\$ -	\$ -	-
Fees	\$ -	\$ -	-
Enterprise Fund	\$ 9,945.21	\$ -	9,945.21
Total	\$ 9,945.21	\$ -	9,945.21

Key Contract Risks:

The risk rating level for this contact is estimated to be low due to the contract value and type. Authorization of funding for the work maintains ongoing regulatory compliance pertaining to surface water at solid waste management facilities without interruption.

Subject: Approval of Professional Services Contract with Tetra Tech Inc. for Level 2 Exceedance Response Action Storm Water Sampling at Santa Ynez Valley Recycling and Transfer Station

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Special Instructions:

Following Board approval, Clerk of the Board to please post the Notice of Exemption and forward a stamped copy with certified, stamped Minute Order approving this action to:
Public Works, Resource Recovery and Waste Management Division, Attn: Jeanette Gonzales-Knight,
130 E. Victoria Street, Suite 100, Santa Barbara, CA 93101.

Attachments:

Attachment A: Agreement for Services with Tetra Tech, Inc. (3 originals)

Attachment B: Notice of Exemption

Authored by:

Jeanette Gonzales-Knight, Operations Manager – Permits and Engineering, 882-3627