



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/Flood
Control/Water
Agency/Laguna
Sanitation
Department No.: 054
For Agenda Of: October 20, 2020
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
Board of Directors, Flood Control and Water Conservation District
Board of Directors, Water Agency
Board of Directors, Laguna County Sanitation District

FROM: Department Scott D. McGolpin, Public Works Director, 805-568-3010
Director(s)
Contact Info: Thomas D. Fayram, Deputy Public Works Director, 805-568-3436

SUBJECT: Approve a One-Year Extension of the Prequalified Listing for Professional Services for the Public Works Department, Flood Control and Water Conservation District, Water Agency, and Laguna County Sanitation District, All Supervisorial Districts

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Approve a one-year extension of the prequalified consultant listings for ten (10) major service group categories and associated subcategories for professional services to be used by the Public Works Department through 2021; and
- b) Determine that the proposed action is not a project under the California Environmental Quality Act, pursuant to Guidelines Section 15378 (b)(5), organization or administrative activities that will not result in a direct or indirect physical change in the environment.

That the Board of Directors for the Flood Control and Water Conservation District:

- c) Approve a one-year extension of the prequalified consultant listings for ten (10) major service group categories and associated subcategories for professional services to be used by the Public Works Department through 2021; and
- d) Determine that the proposed action is not a project under the California Environmental Quality Act, pursuant to Guidelines Section 15378 (b)(5), organization or administrative activities that will not result in a direct or indirect physical change in the environment.

That the Board of Directors of the Water Agency:

- e) Approve a one-year extension of the prequalified consultant listings for ten (10) major service group categories and associated subcategories for professional services to be used by the Public Works Department through 2021; and
- f) Determine that the proposed action is not a project under the California Environmental Quality Act, pursuant to Guidelines Section 15378 (b)(5), organization or administrative activities that will not result in a direct or indirect physical change in the environment.

That the Board of Directors of the Laguna County Sanitation District:

- g) Approve a one-year extension of the prequalified consultant listings for ten (10) major service group categories and associated subcategories for professional services to be used by the Public Works Department through 2021; and
- h) Determine that the proposed action is not a project under the California Environmental Quality Act, pursuant to Guidelines Section 15378 (b)(5), organization or administrative activities that will not result in a direct or indirect physical change in the environment.

Summary Text:

This item is on the agenda in order to approve a one-year extension of the prequalified consultant listing (Attachment A) for professional services for the Public Works Department (Department). The prequalified list of consultants will continue to be used when contracting for the identified service categories of work through 2021.

On October 13, 2017, the Department sent out a Request for Qualifications (RFQs) for the following ten (10) major service group categories (SGCs) and associated subcategories that are frequently used in the Department:

- SGC 1: Water Resources Engineering
 - Subcategory 1.1: Water Resources Services
 - Subcategory 1.2: Groundwater Services
- SGC 2: Flood Control Engineering
- SGC 3: Water Quality Planning and Engineering

- SGC 4: Resource Recovery and Waste Management Engineering
 - Subcategory 4.1: Solid Waste Facilities Design and Permitting Support
 - Subcategory 4.2: Landfill Gas System Design and Management
 - Subcategory 4.3: Small Project Engineering Support
- SGC 5: Construction Services
- SGC 6: Hazardous Material Assessment
- SGC 7: Environmental Services
 - Subcategory 7.1: Environmental Document Preparation and Permitting
 - Subcategory 7.2: Biological Services
- SGC 8: Surveying
 - Subcategory 8.1: Aerial Surveying
- SGC 9: Geotechnical Engineering
- SGC 10: Wastewater Engineering

This RFQ process streamlines the prequalification of professional services; while assuring a fair and competitive contracting process. Having prequalified firms readily available to hire saves time and staffing costs and has proven to be an invaluable tool for the Department.

On January 9, 2018, the Board approved this prequalified list for three years 2018 through 2020. Due to the Covid-19 pandemic, the Department is requesting a one-year extension to use this listing through 2021. Many consulting offices are working from home with minimum office staffing due to the State's current Stay-at-Home Order and reopening requirements. The Department believes that delaying the RFQ process for a year will allow our consultants to continue to work safely and relieve them of the additional task of developing Statements of Qualifications, which takes a significant amount of time and resources.

The Department will go through the RFQ process next calendar year.

Background:

This professional services selection process complies with the Federal Government's Brooks Act and the State's Mini-Brooks Act, which govern professional services selection.

The Public Works Department has been performing similar RFQ processes to prequalify firms for professional services since 1997.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

Narrative:

There are no fiscal impacts associated with this Board action.

Special Instructions:

Approve a One-Year Extension of the Prequalified Listing for Professional Services for the Public Works Department, All Supervisorial Districts

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Direct the Clerk of the Board to send a minute order of this action to the Flood Control District office;
Attn: Christina Lopez.

Attachments:

Attachment A – Public Works Department Prequalified Consultants Listing 2018-2021 by SGCs

Authored by: Thomas D. Fayram, Deputy Public Works Director, 805-568-3436