



**BOARD OF SUPERVISORS**  
**AGENDA LETTER**  
**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**

**Department Name:** Public Works  
**Department No.:** 054  
**For Agenda Of:** June 19, 2018  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director: Scott D. McGolpin, Public Works Department, 568-3010  
Contact Info: Chris Sneddon, Deputy Director, Transportation, 568-3064  
**SUBJECT:** Agreement for Services of Independent Contractor for Monument Perpetuation on 2017/18 County Preventive Maintenance Project No. 820682 in the First, Second, and Third 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 Supervisors:

- a) Approve and authorize the Chair to execute the Agreement for Services of Independent Contractor with Diversified Project Services International, Inc. (DPSI) (a tri-county vendor), 1998 Santa Barbara Avenue, Suite 120, San Luis Obispo, CA 93401 to provide survey monument perpetuation for 2017/18 County Preventive Maintenance Project in the First, Second, and Third Supervisorial Districts, County Project No. 820682, in the base contract amount not to exceed \$106,350 with a term of June 25, 2018 through January 1, 2019;
- b) Authorize the Director of Public Works or designee to approve amendments within the scope of Statement of Work to the Agreement with DPSI in an amount up to and not to exceed \$10,635 and;
- c) Determine the project was found by your Board to be exempt from the provisions of the California Environmental Quality Act pursuant to 14 CCR 15301(c) on July 25, 2017 (as the proposed project(s) consists of the operation, repair, maintenance, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that previously existing, including but not limited to existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities), a Notice of Exemption was filed on that basis, and the proposed action is within the scope of the attached Notice of Exemption.

**Summary Text:**

This item is on the agenda to award a professional surveying services agreement with Diversified Project Services International, Inc. (DPSI) to provide survey monument perpetuation for 2017/18 County Preventive Maintenance Project in the First, Second, and Third Supervisorial Districts, County Project No. 820682, which was awarded by your Board on June 5, 2018. This contract is for monument perpetuation of County Project No. 820682 only, and is separate from the contract to construct County Project No. 820682.

On, April 23, 2018, a Request for Proposal (RFP) was issued to solicit services to preserve monuments in accordance with the Professional Land Surveyors Act (PLS) 8771 prior to the start of construction of 2017/18 County Preventive Maintenance Project, County Project No. 820682.

Two proposals were received to provide the pre- and post- construction field work. Public Works evaluated the proposals based on selection criteria defined in the RFP. Staff found DPSI's proposal was responsive, met the required qualifications and experience, and was the highest ranked proposer as defined by the RFP. Pursuant to the successful negotiations, Public Works recommends awarding this contract to DPSI based the Staff's findings from review of DPSI's proposal.

**Background:**

This contract will provide survey monument preservation for approximately twenty-six lane miles of County maintained roads. Locations are included on the attached street list (Attachment C). Pre-construction work is scheduled to begin in June 2018 and completed by July 2018. Post-construction work is scheduled to begin in August 2018 and completed by December 2018. Traffic control will be provided with delays anticipated to be less than 10 minutes. Public Works will notify emergency response services and will use construction area signs to notify the traveling public.

Your Board approved the filing of the California Environmental Quality Act (CEQA) Exemption on July 25, 2017, as part of the Fiscal Year 2017/18 Road Maintenance Annual Plan (RdMAP) approval, in conformance with CEQA Guidelines Section 15301(c). The adopted 2017/18 RdMAP lists all of the streets that will receive a preventive treatment under this contract.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 116,985.00

**Narrative:**

The total monument perpetuation costs, including contingencies, amounts to \$116,985. Funds for this project are budgeted in Fund 0016, Org Unit 0500, Program 2710, Department 054, Account 7510.

**Key Contract Risks:**

This contract has been assigned a risk assessment of low. The project is fully funded in the current fiscal year budget. The Agreement also contains County's standard termination clause and suspension for convenience clause.

**Special Instructions:**

Please forward a certified, stamped Minute Order approving these recommendations and two duplicate original executed contracts to Gail Ocheltree, Public Works, Transportation Engineering, 123 E. Anapamu Street, ext. 3094. One original executed contract to be filed with the Clerk of the Board.

**Attachments:**

Attachment A: Agreement for Services of Independent Contractor with Diversified Project Services International, Inc. for Monument Perpetuation on 2017/18 County Preventive Maintenance Project No. 820682 (3 originals)

Attachment B: Notice of Exemption (previously approved July 25, 2017)

Attachment C: Street List

**Authored by:**

Pete Wroblewski, Project Manager, Public Works, Transportation Engineering, 568-3060