



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: October 3, 2017
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, Director, 568-3010
Director(s)
Contact Info: Mark Schleich, Deputy Director, 882-3603
SUBJECT: **Agreements for Services of Independent Contractor with Diversified Project Services International, Inc., Third Supervisorial Districts**

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 to provide land surveying and engineering services for the period of October 3, 2017 through June 30, 2019 in an amount not to exceed \$129,000 with Diversified Project Services International, Inc.
- b) Find that pursuant to California Environmental Quality Act Guidelines Section 15162, no substantial changes are proposed, and no new information of substantial importance has come to light regarding environmental effects of the Tajiguas Landfill Expansion Project and Tajiguas Landfill Reconfiguration or of the sufficiency or feasibility of mitigation measures, and therefore the engineering services in support thereof is within the scope of the project covered by the Tajiguas Landfill Expansion Project EIR (01-EIR-05) certified by the Board of Supervisors on August 13, 2002, the Addendum to 01-EIR-05 dated November 8, 2006 and accepted by the Board of Supervisors on December 5, 2006 and the Tajiguas Landfill Reconfiguration and Baron Ranch Restoration Project Subsequent EIR (08-EIR-00000-00007) certified May 5, 2009.

Summary Text:

This item is on the agenda in order to approve a service agreement with Diversified Project Services International, Inc. (DPSI) (not a local vendor) for on-call land surveying, civil engineering, and construction management services to assist with the continued implementation of the Tajiguas Landfill Expansion Project approved in 2002 and the Tajiguas Landfill Reconfiguration Project approved in 2009. This agreement will provide support for daily landfill operations and allow for the development of landfill cells in compliance with the landfill's Solid Waste Facility Permit and consistent with the Landfill Expansion and Reconfiguration projects analyzed in 01-EIR-05, the Addendum to 01-EIR-05 dated November 8, 2006, and 08-EIR-00000-00007. This agreement is for a two year period and we anticipate a total expenditure of approximately \$129,000.

Background:

Landfill construction, operation and closure activities were analyzed in the Environmental Impact Report (01-EIR-05) for the Tajiguas Landfill Expansion Project certified by the Board of Supervisors on August 13, 2002, as modified by an Addendum to 01-EIR-05 prepared on November 8, 2006 and accepted by the Board of Supervisors on December 5, 2006, and the Subsequent EIR (08-EIR-00000-00007) for Tajiguas Landfill Reconfiguration and Baron Ranch Restoration Project certified on May 5, 2009. Landfill development, installation of ground water protection systems, and closure is being completed in phases as described in these documents.

The documents are available for review at <http://countyofsb.org/pwd/environment.sbc>.

The approval of the agreement with DPSI to provide land surveying for daily fill operations, civil engineering and construction management support is an administrative action that is part of the implementation of the approved and permitted landfill design and construction activities. DPSI will primarily provide staffing coverage when land surveying duties and civil engineering support cannot be provided by County personnel or other consultant resources. The project elements for which design and construction management services would be provided within this contract period include: daily landfill grade setting for fill operations, construction layout, as-built survey documentation, and design and construction management for leachate collection, drainage, electrical service, and water system improvements to support the permitted phased development of the landfill as analyzed in the certified EIRs and addendum.

Land surveying and civil engineering services requested by RRWMD were both solicited for under separate requests for proposals (RFP) in May and June 2017, respectively. RFPs were solicited from firms with local and historical experience within the County of Santa Barbara. Three firms responded to the land surveying RFP, and two firms responded to the civil engineering services RFP with DPSI responding to both. The review of consultants and selection of DPSI was based on the firms' demonstrated competence, professional qualifications, and site specific experience. It was determined that an award of a single agreement for combined land surveying, civil engineering, and construction management services was most beneficial to the County, as it would minimize cost of administrative resources and reduce the potential for adverse impacts associated with multiple consultants working simultaneously on site. The requested agreement for engineering work will provide for services through Fiscal Year 2018/19.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Narrative:

Surveying and engineering costs are budgeted for in the Resource Recovery and Waste Management Division Engineering Program for planning and permitting support, regulatory compliance, landfill operations support, and design and construction management of capital improvement projects.

The source of funds is the Solid Waste Enterprise Fund.

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>FY 18/19 Cost</u>	<u>Total Project Cost</u>
General Fund			
State			
Federal			
Fees			
SWEF	\$ 92,000	\$ 37,000	\$ 129,000
Total	\$ 92,000	\$ 37,000	\$ 129,000

Key Contract Risks:

Key risk factors for this agreement that contribute to an overall medium contract risk rating include: contract size, performance period, number of bidders, project sensitivity, contract management, and fiscal responsibility of the contractor.

These risk factors have been considered and staff believes the contract should be authorized for the following reasons: the consequences of contract failure are predominately limited to construction delay of low risk projects and numerous mitigating factors that reduce the risks identified.

While the contract value is greater than \$100,000 and for multi-year, the scope of work will be authorized incrementally by task orders for temporary on-call support. Each task will include a specific, detailed scope, budget, schedule, and cost that are anticipated to fall well under low risk thresholds.

The contractor has also previously performed similar services successfully under numerous contracts on the site offsetting potential risks associated with limited bidders and project sensitivity, and fiscal responsibility.

Additionally, contract monitoring and document management will be conducted by staff in accordance with the County’s Service Contract and Grant Compliance Management Policy (121-111).

Special Instructions:

Please forward a certified, stamped Minute Order approving this action to:

Public Works, Resource Recovery and Waste Management Division, 130 E. Victoria Street, Suite 100, Santa Barbara, CA 93101, Attn: Todd Curtis, 882-3621

Agreements for Services of Independent Contractor with Diversified Project Services International, Inc.

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Attachments:

Attachment A: Agreement for Services of Independent Contractor with Diversified Project Services International, Inc. (3 originals) includes contract summary

Authored by:

Todd Curtis, Civil Engineer Specialist, 805-882-3621