



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: March 21, 2017
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director: Scott D. McGolpin, Public Works Director, 568-3010
Contact Info: Chris Sneddon, Deputy Public Works Director, 568-3064

SUBJECT: **Agreements for Services of Independent Contractors: Pacific Materials Laboratory, Fugro Consultants Inc., Earth Systems Pacific Laboratory and NV5 for Materials Testing Services, All 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 attached Agreements for Services of Independent Contractors for engineering consulting services, each Agreement with a term of March 22, 2017 through June 30, 2019, and each Agreement for an amount not to exceed \$100,000, with each of the following consultants:
 - i) Pacific Materials Laboratory (a local vendor), 35-A South La Patera Lane, Goleta CA 93116;
 - ii) Fugro Consultants Inc. (a local vendor) 4820 McGrath Street, South 100, Ventura CA 93003
 - iii) Earth Systems Pacific (a local vendor) 2049 Preisker Lane, Suite E, Santa Maria CA 93454
 - iv) NV5 (a local vendor) 1868 Palma Drive, Suite A, Ventura CA 93003
- b) Authorize the Director of Public Works or designee to issue Notices to Proceed as described in each agreement; and
- c) Find that none of the proposed Agreements constitute a "Project" within the meaning of the California Environmental Quality Act pursuant to 14 CCR 15378 (b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment), and approve and direct staff to file the attached Notice of Exemption on that basis.

Summary Text:

This item is on the agenda to approve agreements with Pacific Materials Laboratory, Fugro Consultants Inc., Earth Systems Pacific, and NV5 to provide soils engineering for materials testing on an as-needed basis. For each of these firms, the County’s \$100,000 purchasing threshold per vendor will be exceeded when combined with existing County contracts; therefore, Board approval is required before Public Works can authorize additional services through Notices to Proceed.

To effectively direct Contractor activities and control costs, to initiate work, Notices to Proceed will be issued, as necessary, by project and will specify tasks, deliverables, timelines, and budget. The Notices to Proceed will be based on agreed upon work required for each project developed by Public Works staff and the Contractor. The Contractor would then invoice Public Works upon completion of tasks for the services provided. Each Notice to Proceed will be approved by the Public Works Director or designee.

Background:

Each of these firms through a competitive process has been on a prequalified consultants list, has local engineering experience, and has been evaluated and selected through the Master Services Agreement (MSA) process in the past by the Public Works Department. The MSA process provides a rigorous competitive evaluation of consultant qualifications and selected consultants are available for on-call services. However, the \$100,000 purchase threshold for countywide contracts precludes the continued use of these consultants’ services without Board approval. The requested contracts for engineering services will provide for continuation of their ongoing services for various projects in Transportation.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Source	Total One-Time Project Cost
Road Fund	\$400,000
Total	\$400,000

Narrative:

Engineering consulting costs are included in each capital improvement or maintenance project budget. Some of these cost will be reimbursed if and when these services are rendered on reimbursable contracts. The funds are budgeted in Dept. 054, Fund 0016 and 0017, Org. Unit 0600, various Programs and Account 7460.

Key Contract Risks:

Key risk factors for these agreements are low.

Special Instructions:

One original of each contract to be filed with the Clerk of the Board. Please send two duplicate originals of each contract, along with a certified stamped minute order approving these actions to Public Works, Transportation Admin, ATTN: Gena Valentine Felix, ext. 3064.

Attachments:

Attachment A: Agreement for Services of Independent Contractor with Pacific Materials Laboratory, Inc. (3 originals) includes contract summary.

Attachment B: Agreement for Services of Independent Contractor with Fugro Consultants, Inc. (3 originals) includes contract summary.

Attachment C: Agreement for Services of Independent Contractor with Earth Systems Pacific, Inc. (3 originals) includes contract summary.

Attachment D: Agreement for Services of Independent Contractor with NV5 (3 originals) includes contract summary.

Attachment E: Notice of Exemption

Authored by:

Bill Tracy, Inspector, Public Works Transportation, 681-5694