



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 9, 2018  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Scott D. McGolpin, P.E., Director, ext. 3010  
Director(s)  
Contact Info: Mark Schleich, P.E., Deputy Director, ext. 3605

**SUBJECT:** Approval of Amendment No. 1 to Agreement for Services of Independent Contractor (BC-18-129) with Diversified Project Services International; Second and Third Supervisorial Districts

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence: Risk Management**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify, and authorize the Chair to execute Amendment No. 1 to the current Agreement for Services of Independent Contractor (BC-18-129) with the consulting firm of Diversified Project Services International (a tri-county vendor) for land surveying and engineering services to increase the not-to-exceed amount by \$95,070 for a total contract value of \$224,070, and modify the scope of services; and
- b) Determine that this action is exempt from the California Environmental Quality Act pursuant to Section 15378(b)(5), which exempts organizational or administrative activities of governments that will not result in direct or indirect physical changes to the environment.

**Summary Text:**

This item is on the agenda in order to consider an amendment to board contract (BC 18-129) with Diversified Project Services International (a tri-county vendor) to modify the scope of services to include on-call civil engineering and construction management services related to the South Coast Recycling and Transfer Station.

The original contract value for BC-18-129 is \$129,000. This proposed Amendment No. 1 will add \$95,070 for construction management services related to the South Coast Recycling and Transfer Station (SCRSTS) Storm Drain Improvements Project. With your Board’s approval the total contract amount will be \$224,070.

**Background:**

Your Board approved the original agreement with DPSI to provide on-call land surveying, civil engineering and construction management support to implement approved and permitted landfill design and construction activities. DPSI was selected through a competitive qualifications based RFP process in 2017.

Amendment No. 1 will ratify the amended scope of services and authorize funding to perform construction management for the SCRSTS Storm Drain Improvements Project.

The on-call engineering design and construction management services provided under this contract are administrative actions and therefore exempt from California Environmental Quality Act pursuant to Section 15378(b)(5). Environmental review will be conducted separately for all projects associated with services performed under this agreement. CEQA determinations for those projects will be presented to the Board for review and determination when the project plans and construction contracts are submitted to the Board for approval.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

The Resource Recovery and Waste Management Division Enterprise Fund will provide 100% of the project funding for the services provided for SCRSTS Storm Drain Improvement Project. Costs estimated for this service are to be incurred over one fiscal year.

**Fiscal Analysis:**

<b>Funding Sources</b>	<b>FY 2018/19 Cost</b>	<b>FY 2019/20 Cost</b>	<b>Total Project Cost</b>
General Fund			\$ -
State			\$ -
Federal			\$ -
Fees			\$ -
Enterprise Fund	\$ 95,070	\$ -	\$ 95,070
<b>Total</b>	<b>\$ 95,070</b>	<b>\$ -</b>	<b>\$ 95,070</b>

**Key Contract Risks:**

Contract risks have been evaluated for the proposed Amendment No. 1 to existing board contract BC 18-129. Staff believes the requested amendment should be authorized, because the consultant’s successful performance of the same services for the previous year. 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).

Subject: Approval of Amendment No. 1 Agreement for Services of Independent Contractor (BC-18-129) with Diversified Project Services International  
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**Special Instructions:**

Please forward a certified, stamped Minute Order approving this action to:  
Public Works, Resource Recovery and Waste Management Division, Attn: Todd Curtis, 805-882-3621,  
130 E. Victoria Street, Suite 100, Santa Barbara, CA 93101.

**Attachments:**

Attachment A: Amendment No. 1 to Agreement for Services of Independent Contractor between  
County of Santa Barbara and Diversified Project Services International (BC-18-129)

**Authored by:**

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