



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: Flood Control
Department No.: 054
For Agenda Of: September 13, 2016
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Directors, Flood Control and Water Conservation District

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

SUBJECT: **Agreements for Services of Independent Contractors with Stantec, Wallace Group, and MNS Engineers Inc, 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:

- a) Approve and authorize the Chair to execute the Agreements for Services of Independent Contractor to provide surveying work for the period of September 13, 2016 through September 12, 2017 in an amount not to exceed \$100,000 with each of the following consultants:
- i) Stantec (a local vendor)
 - ii) Wallace Group (a tri-county vendor)
 - iii) MNS Engineers Inc. (a local vendor)
- b) Determine that the services contracts are exempt from the provisions of the California Environmental Quality Act pursuant to Guideline §15378 (b)(2), Not a Project.

Summary Text:

This item is on the agenda in order to approve blanket type agreements with Stantec, Wallace Group, and MNS Engineers Inc. for surveying services. These agreements will provide surveying for project design, right-of-way acquisition, and construction on an as needed project basis.

To initiate work, Notices to Proceed will be issued by project and will specify tasks, deliverables, timelines, and budget. Each Notice to Proceed will be approved by the Public Works Director or designee.

Background:

Each of these firms is currently on the prequalified consultants list, has local surveying experience, and has been evaluated and selected through the Master Services Agreement (MSA) process 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 surveying work will provide for continuation of their ongoing services for the next year.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
Various Flood Zones	\$ 300,000.00		
State			
Federal			
Fees			
Other:			
Total	\$ 300,000.00	\$ -	\$ -

Narrative:

Surveying costs are included in each capital improvement project costs and these costs were included in adopted 2016-17 budget in the Water Resources Division of the Public Works Department as shown on page D-302 in the budget book. No General Fund monies will be utilized with these agreements

Key Contract Risks:

Key risk factors for these agreements are low.

Special Instructions:

Direct the Clerk of the Board to send two copies of each agreement and a copy of the minute order of these actions to the Water Resources Division office, ATTN: Christina Lopez.

Attachments:

- Attachment A - Agreement for Services of Independent Contractor with Stantec (3 originals)
Includes contract summary
- Attachment B - Agreement for Services of Independent Contractor with Wallace Group (3 originals) includes contract summary
- Attachment C - Agreement for Services of Independent Contractor with MNS (3 originals)
Includes contract summary

Authored by:

Jonathan Frye, PE, CFM, Engineering Manager, 568-3444