



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:** PW/Flood Control  
**Department No.:** 054  
**For Agenda Of:** June 24, 2025  
**Placement:** Administrative Agenda  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

---

**TO:** Board of Directors, Flood Control and Water Conservation District  
**FROM:** Department Director Chris Sneddon, Public Works Director, 568-3010  
Contact Info: Walter Rubalcava, Deputy Director Flood Control, 568-3436  
**SUBJECT:** Indefinite Delivery-Indefinite Quantity “As Needed” Construction Engineering Services Contracts; 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 Directors:

- a) Approve and authorize the Chair to execute Agreements for Services of Independent Contractor for Construction Engineering Services on an “as needed” basis July 1, 2025 through June 30, 2028, with work being initiated via Task Orders and a total amount not to exceed \$3,000,000 for each agreement with the following contractors;
  - i) Filippin Engineering, Inc. (a local vendor)
  - ii) MNS Engineers, Inc. (a local vendor)
- b) Authorize the Public Works Director, or designee, to execute Task Orders within the scope of the Agreement provided that no individual Task Order shall exceed \$500,000 without separate Board approval; and
- c) Authorize the Public Works Director, or designee, subject to the Board’s ability to rescind this delegated authority at any time to:
  - iii) Extend the term of the Agreement for up to a period of 2-one year extensions to June 30, 2030 without altering the contract amount; and
  - iv) Make immaterial changes in accordance with Section 48 of the Agreement.
- d) Find that the recommended actions do not 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).

**Summary Text:**

This item is on the agenda to approve and execute Agreements for Services of Independent Contractor with Filippin Engineering, Inc. and MNS Engineers, Inc. (Contractors). Every year, the Flood Control District (District) constructs flood control facilities using local, state and federal funds. The District uses consultant services to supplement District staffing during these projects. Two contractors have been selected to perform construction engineering services on an as needed basis.

Upon approval by the Board, Task Orders may be issued as needed by the Public Works Director, or designated representative. Each Agreement has a not-to-exceed amount of \$3,000,000. The Agreements include an option for the Public Works Director to extend for an additional two years, in one-year increments.

**Background:**

The selected contractors were determined by a publicly advertised, qualifications based, competitive process. This process consisted of a three week publicly posted solicitation for construction engineering services which yielded a statement of qualifications from four contractors. A selection committee made up of four District staff individually scored the four Proposals per the solicitation criteria based on qualifications to determine the two most qualified Contractors.

All construction engineering activities performed will be under the supervision of a full-time employee of the District who will be considered the Designated Representative.

The Contractors will provide construction engineering services as needed for various projects comprised of emergency, capital or operational and maintenance improvement projects for the flood control system funded by District, State, and Federal sources. Construction engineering activities may include, but not limited to, preparation of contract change orders, construction surveys, foundation investigations, measurement, and computation of quantities, testing of construction materials, checking of shop drawings, preparation of estimates, reports, and other inspection activities necessary to ensure that the construction is being performed in accordance with the plans and specifications.

The District determined that an "as-needed" contract is a successful approach in supplementing in-house construction engineering efforts. Each year, considerable time is taken by the staff to solicit and subsequently manage contracts for various projects. An "as needed" consultant will save the District staff time by reducing the number of requests for proposals and contracts requiring administration.

The typical cost of construction engineering, inspection and contract administration for a project is 10 to 20% of the total cost of the construction contract being administered. All funding is subject to Board approval through an annual appropriation and budget process and Board authorization of specific projects.

The recommended action described herein is an organizational and administrative activity of government related to contract management; and is therefore not defined as a "project" under CEQA guidelines Section 15378(b)(5)

**Fiscal and Facilities Impacts:**

There is no fiscal impact at this time. Fiscal impacts will occur over the term of the agreements as individual Task Orders are initiated based on project needs and available funding. Each agreement has a not-to-exceed amount of \$3,000,000, for a combined total of \$6,000,000 through June 30, 2028.

Work will be authorized and funded through Task Orders, using appropriations from various Flood Control District funds, subject to annual Board-approved budgets.

No General Fund monies will be utilized for these contracts.

**Special Instructions:**

Please direct the Clerk of the Board to send copies of the signature pages and minute order to Christina Lopez at [clopez@countyofsb.org](mailto:clopez@countyofsb.org).

**Attachments:**

Attach A – Agreement with Filippin Engineering, Inc.

Attach B – Agreement with MNS Engineers, Inc.

**Authored by:**

Thomas Conti P.E.  
Civil Engineering Specialist  
[tconti@countyofsb.org](mailto:tconti@countyofsb.org)