



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:** December 12, 2017  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**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:** Amendment No. 1 to the Agreements for Services of Independent Contractors for As-Needed Surveying Services with Stantec, Wallace Group, and MNS Engineers Inc., All Supervisorial Districts

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**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 Amendment No. 1 to the Agreements for Services of Independent Contractor to provide surveying work on an as-needed project basis for project design, right-of-way, and construction extending the period from September 12, 2017 to December 31, 2019 and increasing the amount by \$100,000 to a total not-to-exceed amount of \$200,000 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) and (b)(5), Not a Project.

**Summary Text:**

This item is on the agenda in order to approve amendments to the Agreements of Services of Independent Contractor with Stantec, Wallace Group, and MNS Engineers Inc. for surveying services.

On September 2016, the Board entered into agreements with these three consultant firms to provide surveying for project design, right-of-way, and construction on an as needed project basis. These amendments will extend the terms of the agreements to December 31, 2019 and increase the not-to-exceed amounts to \$200,000.

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:**

The original agreements for as-needed surveying services proved invaluable to the Flood Control District on a variety of projects in the one-year they were in place. The requested contract amendments for surveying work will provide for continuation of their ongoing services until the end of 2019.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY and 2018-19 Costs:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
Various Flood Zones	\$ 300,000.00		
State			
Federal			
Fees			
Other:			
Total	\$ 300,000.00	\$ -	\$ -

Narrative:

Surveying costs are included in each capital improvement project cost and these costs were included in adopted 2017-18 budget in the Water Resources Division of the Public Works Department as shown on page D-325 in the budget book. These projects are also included in the Capital Improvement Program. 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 originals of each agreement and a copy of the minute order of these actions to the Flood Control District office, ATTN: Christina Lopez.

**Attachments:**

- Attachment A - Amendment No. 1 to the Agreement for Services of Independent Contractor with Stantec (3 originals) includes contract summary
- Attachment B - Agreement for Services of Independent Contractor with Stantec (copy of original)
- Attachment C - Amendment No. 1 to the Agreement for Services of Independent Contractor with Wallace Group (3 originals) includes contract summary
- Attachment D - Agreement for Services of Independent Contractor with Wallace Group (copy of original)
- Attachment E - Amendment No. 1 to the Agreement for Services of Independent Contractor with MNS (3 originals) includes contract summary
- Attachment F - Agreement for Services of Independent Contractor with MNS (copy of original)

**Authored by:**

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