



**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/LCSD  
**Department No.:** 054  
**For Agenda of:** December 10, 2024  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors  
Board of Directors, Laguna County Sanitation District

**FROM:** Department Director(s) Chris Sneddon, P.E., Public Works Director, (805) 568-3010 <sup>DS</sup> CS

Contact Info: Jeanette Gonzales-Knight, P.E., Interim Deputy Director, (805) 882-3605 <sup>DS</sup> JGK

Martin Wilder, P.E., Laguna County Sanitation District Manager, (805) 882-3605 <sup>DS</sup> MW

**SUBJECT: Prequalified List of Professional Services for the Public Works Department and Laguna County Sanitation District, All Supervisorial Districts**

**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** N/A

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve the prequalified consultant listing for seven (7) major service group categories and nine (9) associated subcategories for professional services to be used by the Public Works Department for the next three years; and
- b) Determine that the proposed action is not a project under the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15378 (b)(5), organizational or administrative activities that will not result in a direct or indirect physical change in the environment.

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That the Board of Directors of the Laguna County Sanitation District:

- c) Approve prequalified consultant listings for seven (7) major service group categories and nine (9) associated subcategories for professional services to be used by the Public Works Department for the next three years; and
- d) Determine that the proposed action is not a project under the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15378 (b)(5), organizational or administrative activities that will not result in a direct or indirect physical change in the environment.

**Summary Text:**

This item is on the agenda in order to approve the prequalified consultant listing (Attachment A) for professional services for the Public Works Department (Department). The prequalified list of consultants will be used when contracting for the identified Service Group Categories (SGC) for work over the next three years.

On August 22, 2024, the Department posted a Request for Qualification (RFQ) for the following seven (7) SGCs and nine (9) associated subcategories that are frequently used in the Department:

**SGC.1: Resource Recovery and Waste Management Engineering**

Subcategory 1.1 - Solid Waste Facilities Design and Permitting Support

Subcategory 1.2 - Landfill Gas System Design and Management

Subcategory 1.3 - Small Project Engineering Support

**SGC.2: Construction Services**

**SGC.3: Energy, Power Generation, and Electrical Engineering**

Subcategory 3.1 – Electrical Engineering

Subcategory 3.2 – Energy Systems Operation and Management

Subcategory 3.3 – Renewable Energy Program Opportunities Identification and Assessment

**SGC.4: Environmental Services**

Subcategory 4.1: Environmental Document Preparation and Permitting

Subcategory 4.2: Biological Services

**SGC.5: Surveying**

Subcategory 5.1: Aerial Surveying

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**SGC.6: Geotechnical Engineering**

**SGC 7: Wastewater Engineering**

The RFQ Notice was sent to 539 consultants through Planet Bids and emailed to 68 consultants from our existing mailing list. The RFQ was available in PlanetBids to all consultants free of charge. Notices were published in the Santa Barbara Independent, Ventura County Star, and Santa Maria Times on August 22, 2024, and August 29, 2024.

This RFQ process streamlines the prequalification of professional services, while assuring a fair and competitive contracting process. Having prequalified firms readily available to hire saves time and staffing costs and has proven to be an invaluable tool for the Department. The Department intends to go out to RFQ for these services every three years.

The selection criteria and rating process was outlined in the RFQ and provided to the consultants. This process required firms to demonstrate their professional qualifications, experience, and expertise in each applicable SGC. The firms that submitted Statement of Qualifications (SOQs) that met the criteria and accumulated the required score are considered prequalified and are included in the listing by category (Attachment A).

Notices were emailed to all of the firms that submitted a SOQ notifying them if they met the criteria to be prequalified. The consultants had a 3-day appeal process; no appeals were received.

**Background:**

This professional services selection process complies with the Federal Government's Brooks Act and the State's Mini-Brooks Act, which govern professional services selection.

The Public Works Department has been performing similar RFQ processes to prequalify firms for professional services since 1997.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

Narrative: There are no fiscal impacts associated with this Board action.

**Special Instructions:**

Direct the Clerk of the Board to forward a certified, stamped Minute Order approving this action to Dalia Khan at Public Works, Resource Recovery and Waste Management Division at 130 E. Victoria Street, Suite 100, Santa Barbara, CA 93101.

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**Attachments:**

Attachment A – Public Works Department Prequalified Consultants Listing 2025-2027 by SGCs

**Authored by:**

Dalia Khan, Administrative Office Professional Senior, (805) 882-3605

A blue digital signature box containing the initials 'DK' and a small 'DS' icon above the signature.

**cc:**

Jeanette Gonzales-Knight, P.E., Interim Deputy Director

Martin Wilder, P.E., Laguna County Sanitation District Manager

## Public Works Department Prequalified Consultant Listing for January 2025- December 2027

<p style="text-align: center;"><b>SGC.1</b></p> <p style="text-align: center;">Resource Recovery and Waste Management Engineering <i>Subcategory 1.1 - Solid Waste Facilities Design and Permitting Support</i></p> <p>Geo-Logic Associates Geosyntec Consultants, Inc. HDR N2W ENGINEERING, INC SLR International Corporation SWT Engineering Tetra Tech BAS</p>	<p style="text-align: center;"><b>SGC.1</b></p> <p style="text-align: center;">Resource Recovery and Waste Management Engineering <i>Subcategory 1.2 - Landfill Gas and/or Biogas System Design, Maintenance, Repair and/or Operations</i></p> <p>Carollo Engineers Geosyntec Consultants, Inc. HDR N2W ENGINEERING, INC SLR International Corporation Tetra Tech BAS</p>	<p style="text-align: center;"><b>SGC.1</b></p> <p style="text-align: center;">Resource Recovery and Waste Management Engineering <i>Subcategory 1.3 - Small Project Engineering Support</i></p> <p>Encompass Consultant Group, Inc Geo-Logic Associates Geosyntec Consultants, Inc. HDR N2W ENGINEERING, INC SLR International Corporation SWT Engineering Tetra Tech BAS</p>
<p style="text-align: center;"><b>SGC.2</b></p> <p style="text-align: center;">Construction Services</p> <p>Cannon Carollo Engineers DCME, Inc. Geo-Logic Associates GHD Inc. MNS Engineers, Inc. N2W ENGINEERING, INC SLR International Corporation Stantec Consulting Services SWT Engineering Wallace Group</p>	<p style="text-align: center;"><b>SGC.3</b></p> <p style="text-align: center;">Energy, Power Generation and Electrical Engineering <i>Subcategory 3.1 – Electrical Engineering</i></p> <p>Cannon HDR N2W ENGINEERING, INC S Y Lee Associates, Inc. Tetra Tech BAS Yao Engineering, Inc.</p>	<p style="text-align: center;"><b>SGC.3</b></p> <p style="text-align: center;">Energy, Power Generation and Electrical Engineering <i>Subcategory 3.2 – Energy Systems Operation and Management</i></p> <p>HDR Kenwood Energy N2W ENGINEERING, INC Tetra Tech BAS</p>

<p align="center"><b>SGC.3</b></p> <p align="center">Energy, Power Generation and Electrical Engineering <i>Subcategory 3.3 – Renewable Energy Program Opportunities Identification and Assessment</i></p> <p>HDR Kenwood Energy Tetra Tech BAS</p>	<p align="center"><b>SGC.4</b></p> <p align="center">Environmental Services <i>Subcategory SGC.4.1: Environmental Document Preparation and Permitting</i></p> <p>AECOM Technical Services, Inc. Ashworth Leininger Group Aspen Environmental Group Envicom Corporation HDR Michael Baker International MNS Engineers, Inc. Padre Associates, Inc. Stantec Consulting Services SWCA, Incorporated Tetra Tech BAS ULTRASYSTEMS ENVIRONMENTAL INCORPORATED Wildscape Restoration</p>	<p align="center"><b>SGC.4</b></p> <p align="center">Environmental Services <i>Subcategory 4.2: Biological Services</i></p> <p>Aspen Environmental Group Envicom Corporation Land IQ, LLC Michael Baker International Padre Associates, Inc. Stantec Consulting Services Storrer Environmental Services, LLC SWCA, Incorporated Tetra Tech BAS ULTRASYSTEMS ENVIRONMENTAL INCORPORATED Wildscape Restoration</p>
<p align="center"><b>SGC.5</b></p> <p align="center">Surveying</p> <p>Cannon Encompass Consultant Group, Inc Gromatici Land Surveying, Inc MNS Engineers, Inc. Stantec Consulting Services Tetra Tech BAS Wallace Group</p>	<p align="center"><b>SGC.5</b></p> <p align="center">Surveying <i>Subcategory 5.1: Aerial Surveying</i></p> <p>Cannon Encompass Consultant Group, Inc Stantec Consulting Services Tetra Tech BAS</p>	<p align="center"><b>SGC.6</b></p> <p align="center">Geotechnical Engineering</p> <p>Earth Systems Pacific ENGEO Geo-Logic Associates Geosyntec Consultants, Inc. HD Geosolutions, Inc. HDR Tetra Tech BAS Yeh and Associates, Inc.</p>
<p align="center"><b>SGC.7</b></p> <p align="center">Wastewater Engineering</p> <p>Cannon Carollo Engineers GHD Inc. HDR N2W ENGINEERING, INC Stantec Consulting Services Wallace Group Yao Engineering, Inc.</p>		