



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:** April 23, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Chris Sneddon, P.E., Director, (805) 568-3010  
Director(s)  
Contact Info: Martin Wilder, P.E., Deputy Director, Interim, (805) 882-3605  
**SUBJECT:** Agreement for Services of Independent Contractor with MNS Engineers, Inc.,  
Third Supervisorial District

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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:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the Agreement for Services of Independent Contractor with MNS Engineers, Inc. to provide engineering design services for the period of April 23, 2024 through June 30, 2025 in an amount not to exceed \$127,642.00;
- b) Determine that the proposed action to approve a professional services agreement for design services does not constitute a “Project” within the meaning of California Environmental Quality Act (CEQA) pursuant to CEQA Guideline Sections 15378(b), because it consists of an administrative activity that will not result in the direct or indirect physical change in the environment.

**Summary Text:**

This item is on the agenda in order to approve a service agreement with MNS Engineers, Inc. (MNS) for civil engineering design consulting services. The design work would be to improve traffic safety and vehicle accountability at the Tajiguas Landfill. The proposal also covers a redesign of the loading ramp used for loading transfer trucks and rehabilitation of the asphalt access roads in support of the Santa Ynez Valley Recycling & Transfer Station Operational Reorganization Project.

**Background:**

The County Public Works Department operates the Tajiguas Landfill on the Gaviota Coast and the Santa Ynez Valley Recycling & Transfer Station (SYVRTS) located in the unincorporated community of Los Olivos. At the Tajiguas Landfill, in its current configuration, visitors, employees, contractors and waste delivery vehicles go through a gate as they enter the property, just south of the scale house. The gate is open during Landfill operational hours and is closed after hours. Vehicles needing to weigh-in veer right onto the scales while visitors are to check in at the scalehouse. The proposed agreement provides design services to improve safety and security at the front gate. The contract also includes preparation of a traffic plan to identify potential traffic safety improvements for the Landfill roads.

At the Santa Ynez Valley Recycling & Transfer Station, the proposed agreement provides engineering design services for reconstruction of the loading ramp. The current loading ramp is in a deteriorated state and is proposed to be demolished and replaced with a new asphalt loading ramp. Reconstruction of the loading ramp will increase safety for equipment operators, restore service life to the ramp, and provide access to the full length of the transfer trucks for loading. The proposal also includes design services for rehabilitation of the asphalt access roads around the facility, and the adjacent Foxen Canyon Closed Landfill which are in varying states of deterioration due to heavy traffic and weather.

While the design proposals described above are for separate facilities, both scopes of work support the Santa Ynez Valley Recycling & Transfer Station Operational Reorganization Project (County Project No. 828987), the purpose of which is to increase diversion of waste away from the Tajiguas Landfill. The authority to advertise for this project was approved by the Board on September 19, 2023. The proposals for these scopes of work support Project 828987 by providing engineered construction plans and specifications for the loading ramp used to load trucks with waste from the SYVRTS, rehabilitation of the paved surfaces at the SYVRTS, and for the traffic safety and accountability measures at the Tajiguas Landfill, where waste from the SYVRTS is taken.

Approval of the design contract with MNS is an administrative activity and not a project under CEQA. Both the Tajiguas Landfill and Santa Ynez Valley Recycling & Transfer Station have been subject to prior CEQA review (01-EIR-05 certified by the Board of Supervisors on August 13, 2002, as modified by an Addendum to 01-EIR-05 prepared on November 8, 2006 and accepted by the Board of Supervisors on December 5, 2006, and 08-EIR-00000-00007 certified on May 5, 2009 for the Tajiguas Landfill, and Addendum dated April 26, 2023 to 90-EIR-14 and 97-SD-02 for Santa Ynez Valley Recycling & Transfer Station). Implementation of physical measures as a result of the design contract would be evaluated for consistency with these prior CEQA documents.

MNS has demonstrated competence with the professional qualifications necessary for the satisfactory performance of the services required with local engineering experience. Established in 1962, MNS is a C-Corporation providing quality infrastructure consulting services to the transportation, water resources, and government service markets throughout California with specialization in the core services of construction management, civil engineering, and land surveying. MNS is on the County's pre-qualified professional services vendor list, which is valid through the end of 2024. MNS' prior projects for the County include design services for the A Street Basin Weir Reconstruction Project, the Foothill Debris Management Site, the Montecito Mudslide Emergency, and the Linden Avenue & Casitas Pass Road Operational Improvements Project.

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**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

Narrative: Engineering costs are budgeted for in the Resource Recovery and Waste Management Division (RRWMD) Solid Waste Enterprise Fund 1930 capital improvement projects.

**Key Contract Risks:**

Key risk factors for this agreement that contribute to an overall low contract risk rating include contract size, performance period, project sensitivity, contract management, and the fiscal responsibility of the contractor. Staff recommends approval of the agreement because the contractor has significant experience performing similar services successfully for the County in the past.

Additionally, 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).

**Special Instructions:**

Please forward one signed copy of the Agreement and Minute Order to Travis Spier and Gloria Alvarez at Public Works, Resource Recovery and Waste Management Division (RRWMD):  
130 E. Victoria Street, Suite 100, Santa Barbara, CA 93101.

**Attachments:**

Attachment A: Agreement for Services of Independent Contractor with MNS Engineering, Inc.

**Authored by:**

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Travis Spier, P.E., Operations Manager, 805-681-5626