



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:** October 3, 2017  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Scott D. McGolpin, Director, 568-3010  
Director(s)  
Contact Info: Mark Schleich, Deputy Director, 882-3603  
**SUBJECT:** Agreement for Services of Independent Contractor with SWT Engineering, 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 SWT Engineering, Inc. to provide engineering services for the period of October 3, 2017 through June 30, 2020 in an amount not to exceed \$750,000.
- b) Find that pursuant to California Environmental Quality Act Guidelines Section 15162, no substantial changes are proposed, and no new information of substantial importance has come to light regarding environmental effects of the Tajiguas Landfill Expansion Project and Tajiguas Landfill Reconfiguration or of the sufficiency or feasibility of mitigation measures, and therefore the engineering services in support thereof is within the scope of the project covered by the Tajiguas Landfill Expansion Project EIR (01-EIR-05) certified by the Board of Supervisors on August 13, 2002, the Addendum to 01-EIR-05 dated November 8, 2006 and accepted by the Board of Supervisors on December 5, 2006 and the Tajiguas Landfill Reconfiguration and Baron Ranch Restoration Project Subsequent EIR (08-EIR-00000-00007) certified May 5, 2009.

**Summary Text:**

This item is on the agenda in order to approve a service agreement with SWT Engineering, Inc. (SWT) for civil engineering and construction management services to assist with the continued implementation of the Tajiguas Landfill Expansion Project approved in 2002 and the Tajiguas Landfill Reconfiguration Project approved in 2009. This agreement will provide engineering support for landfill project planning and design, operations support, regulatory compliance, landfill liner and closure project engineering and construction management support, and construction quality assurance as the approved and planned development of landfill cells occur in compliance with the Landfill's Solid Waste Facility Permit and consistent with the Landfill Expansion and Reconfiguration projects analyzed in 01-EIR-05, the Addendum to 01-EIR-05 dated November 8, 2006, and 08-EIR-00000-00007. This agreement is for a three year period and we anticipate an annual expenditure of approximately \$250,000 per year.

**Background:**

Landfill construction, operation and closure activities were analyzed in the Environmental Impact Report (01-EIR-05) for the Tajiguas Landfill Expansion Project 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 the Subsequent EIR (08-EIR-00000-00007) for Tajiguas Landfill Reconfiguration and Baron Ranch Restoration Project certified on May 5, 2009. Landfill development, installation of ground water protection systems, and closure is being completed in phases as described in these documents.

The documents are available for review at <http://countyofsb.org/pwd/environment.sbc>.

The authorization of the agreement with SWT to provide site specific design and construction management services in association with these projects is an administrative action that is a part of the implementation of the approved and permitted landfill design and construction activities. The project elements for which design and construction management services would be provided within this contract period include: groundwater protection system (liner) phases 3C and 3E and closure phase 3.

In addition, under the agreement, SWT will provide compliance monitoring and reporting services for the Tajiguas Landfill to meet the requirements of the Landfill's Waste Discharge Requirements issued by the California Regional Water Quality Control Board on February 4, 2010, Revised Solid Waste Facility Permit as issued on February 2, 2017, and the Statewide Industrial General Stormwater Permit 2014-0057-DWQ (effective July 1, 2015).

SWT has local engineering experience and has been previously evaluated and selected through four cycles (from 2003 through 2016) of the Master Services Agreement (MSA) process by the Public Works Department to provide civil engineering services in association with the Tajiguas Landfill expansion and reconfiguration projects. The MSA process provided a competitive evaluation of the qualifications of up to 11 consultants per term, and SWT was ranked as most qualified since 2010. SWT has maintained an updated Statement of Qualifications with the County and has performed satisfactorily during recent closure and liner project phases. To date, SWT has provided design and construction management services for seven groundwater project liner project phases out of the ten planned for the approved projects. SWT has also prepared the design for multiple closure phases as well. However, with the expiration of the MSA contracting program prior to completion of the Tajiguas Landfill expansion and reconfiguration projects, it is necessary to renew a multi-year, on-call service agreement with the project design consultant through an individual Board authorized agreement.

Since the estimated cost of services is greater than the \$100,000 annual Purchasing Division threshold for countywide contracts precludes the continued use of this consultant’s services without Board approval. The requested contracts for engineering work will provide for continuation of ongoing services through Fiscal Year 2019/20.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

Narrative:

Engineering costs are budgeted for in the Resource Recovery and Waste Management Division Engineering Program for planning and permitting support, regulatory compliance, landfill operations support, and design and construction management of capital improvement projects.

The source of funds is the Solid Waste Enterprise Fund.

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State			
Federal			
Fees			
SWEF	\$ 250,000	\$ 250,000	\$ 750,000
Total	\$ 250,000	\$ 250,000	\$ 750,000

**Key Contract Risks:**

Key risk factors for this agreement that contribute to an overall high contract risk rating include: contract size, performance period, project sensitivity, contract management, and fiscal responsibility of the contractor.

These risk factors have been considered and staff believes the contract should be authorized, because the contractor has significant experience performing similar services successfully for the County with no significant issues during their performance over the past seven years. This offsets potential risks associated with limited bidders, and project sensitivity, and fiscal responsibility.

While the contract value is greater than \$500,000 and for a multi-year term, the scope of work will be authorized incrementally by task orders for specific planned project phases. Each task will include a specific, detailed scope, budget, schedule, and cost that are anticipated to fall within the medium risk thresholds.

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).

Agreement for Services of Independent Contractor with SWT Engineering, Inc.

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**Special Instructions:**

Please forward a certified, stamped Minute Order approving this action to:  
Public Works, Resource Recovery and Waste Management Division, Attn: Todd Curtis, 882-3621,  
130 E. Victoria Street, Suite 100, Santa Barbara, CA 93101.

**Attachments:**

Attachment A: Agreement for Services of Independent Contractor with SWT Engineering, Inc. (3  
originals) includes contract summary

**Authored by:**

Todd Curtis, Civil Engineer Specialist, 805-882-3621