



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: Planning and
Development
Department No.: 053
For Agenda Of: May 1, 2012
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Glenn Russell, Ph.D., Planning and Development, 568-2084
Director(s)
Contact Info: Jeff Hunt, AICP, Director, Long Range Planning, 568-2072
SUBJECT: Santa Claus Lane Agreement for Services with MNS Engineers (Design
Consultants), First Supervisorial District

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 an Agreement for Services with MNS Engineers (Attachment A) for consultant services for the period of May 1, 2012 to December 31, 2012 for an amount not to exceed \$4,585 (bringing the cumulative contract amount to \$104,285); and
- b) Find that the proposed actions consists of basic data collection and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource and is therefore exempt from further CEQA review pursuant to 14 CCR 15306; and direct staff to file the attached Notice of Exemption with the Clerk of the Board (Attachment B).

Summary Text:

In December 2010, Planning and Development (P&D) approved Contract CN-11831 with MNS Engineers (design consultant) for the Santa Claus Lane Circulation and Parking Improvements project report for \$88,200. In April 2011, P&D approved an addition to the contract with MNS Engineers for a right-of-way survey of Santa Claus Lane for \$11,500. The combined amount of the contract is \$99,700. Additional unforeseen work will be required to complete the survey at an additional cost of \$4,585. Therefore, the recommended action would increase the total amount of the contract from \$99,700 to \$104,285. The additional contract cost requires approval by the Board because the cumulative amount

requested for the entire project with MNS Engineers would exceed \$100,000. The contract is attached (Attachment A).

Background:

The Santa Claus Lane Circulation and Parking Improvements Project was included in P&D's 2010–2011 Work Program. The project is intended to enhance public access to the beach, provide safer crossing of the railroad track, and improve the streetscape aesthetics and economic vitality of the nearby businesses. Project amenities will include parking, sidewalks, restrooms and traffic calming. P&D selected MNS Engineers to provide professional design services for a unified circulation and parking concept plan for Santa Claus Lane in sufficient detail to support future project environmental review and permitting. As the project moved forward, it became clear that the existing right-of-way surveys did not match the topography. In April 2011, P&D approved an addition to the contract with MNS Engineers for a right-of-way survey of Santa Claus Lane. The purpose of the survey is to record an accurate record of survey for review and permitting of the Santa Claus Lane project. As the survey proceeded, MNS Engineers found that the project was more complex than could have been determined prior to their research and field work, including significant alignment discrepancies between County and Caltrans right-of-ways requiring collaboration and coordination with the County Surveyor and a private surveyor. Therefore, MNS Engineers requested additional fees to complete the survey (see Exhibit A in Attachment A). P&D reviewed the request and the scope of the original contract, and negotiated and recommends \$4,585 as an additional amount that is reasonable given the complex circumstances in the project area.

Fiscal and Facilities Impacts:

The Santa Claus Lane project, including this agreement for services, is funded by a Coastal Resources Enhancement Fund (CREF) grant of \$72,309 in fiscal year 2011-2012. These funds are budgeted in the Community Plans Program of Long Range Planning on page D-312 of the adopted 2011-12 Fiscal Year budget. Sufficient funding remains in the CREF grant to fund the additional \$4,585 without impacting other project tasks. Most of the tasks in the agreement for services can be completed this fiscal year but there is some carry over to next fiscal year due to upcoming review with the County Surveyor before final recordation of the survey. P&D will request a budget adjustment to carry over the fiscal year 2011-2012 CREF funds. As this project is still in the planning stage, there are no ongoing maintenance costs at this time.

Special Instructions:

Please return a copy of the stamped Board Agenda Letter and executed agreement for services to Planning and Development: Attn: Terry Rodriguez

Attachments:

Attachment A: Agreement for Services of Independent Contractor (MNS Engineers)
Attachment B: Notice of Exemption

Authored By:

Rosie Dyste, Senior Planner, Long Range Planning Division

cc:

Allen Bell, Supervising Planner, Long Range Planning Division