



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 17, 2007  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

---

**TO:** Board of Supervisors  
**FROM:** Department Phillip M. Demery, Public Works Director, 568-3010  
Director(s)  
Contact Info: Scott D. McGolpin, Deputy Director, Transportation, 568-3064  
**SUBJECT: Detailed Design Agreement for the Summerland Circulation & Parking  
Improvements, First Supervisorial District, County Project No. 862256**

---

**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- A. Authorize the Chair to execute an agreement with Willdan (not a local vendor), Ventura, California, for detailed design for the Summerland Circulation & Parking Improvements, First Supervisorial District, County Project No. 862256 at a total cost of \$172,275.00; and
- B. Authorize the Director of Public Works to approve amendments to the agreement for supplemental work up to \$17,227.50 and any necessary time extensions.

**Summary Text:**

The contract cost and scope before your Board today includes detailed design services, referred to as Phase II or the detailed design of the Summerland Circulation and Parking Improvement project. The project limits are along Lillie Avenue and Ortega Hill Road from Ortega Ridge Road easterly to Greenwell Avenue in Summerland. Recently, Willdan satisfactorily completed the Phase I contract for preliminary design services. Staff has negotiated and reached an agreement with Willdan regarding the Phase II services which will include preparation of final design plans, specifications and estimates.

The Scope of Work includes project management, team leadership, quality control, community outreach/public relations, utility coordination, landscaping/irrigation/lighting plans, 65 and 95-percent design submittals, and bid support.

The amount of the contract is sufficient to cover the completion of Phase II service and deliverables that are specifically identified in the contract scope of work. However, it is possible that unanticipated tasks will arise that are beyond the current scope of work. Staff recommends that the Director of Public Works be given the authority to approve contract budget amendments for supplemental work that are beyond the scope of the proposed contract. The sum total cost of any amendments is limited to \$17,227.50. Your Board's approval of this recommendation would expedite contract amendments.



**Photo: Existing infrastructure along Lillie Avenue through the Community of Summerland**

**Background:**

On November 14, 2006 your Board approved the preliminary design contract to Willdan in compliance with Federal requirements. The County released a Request for Proposal (RFP) to sixteen qualified firms. An evaluations committee from the County Public Works Department evaluated the two proposals submitted based on a predetermined evaluation criterion. Following the evaluation and scoring, the committee ranked Willdan as the most qualified firm and recommended that this firm be selected to perform the preliminary design for this project.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<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: STIP			\$ 189,502.50
Federal			
Fees			
Other:			
<b>Total</b>	\$ -	\$ -	\$ 189,502.50

**Narrative:**

The total project funding, including contingencies, amounts to \$189,502.50. This amount is fully funded by the State Transportation Improvement Program (STIP).

The funds have been budgeted in Dept. 054, Fund 0015, Org. 0014, Program 2050, and Account 7460 (STIP).

**Staffing Impacts:**

**Legal Positions:**  
None

**FTEs:**  
None

**Special Instructions:**

Execute three original Agreements for Services of Independent Contractor with the Clerk of the Board retaining one, and the remaining two originals return to the Public Works Department, Transportation Division, Engineering Section, Attention Beverly Cross

Please provide a certified stamped Minute Order approving these actions to the Public Works Department, Transportation Division, Engineering Section, Attention Beverly Cross, and Transportation Accounting Section, Attention Donna Manuel

**Attachments:**

Three original Agreement For Services of Independent Contractor Summerland Circulation & Parking Improvements PROJECT NO. 862256 – Contract No. BC-07-144

**Authored by:**

Ron Bensel, Civil Engineer, 568-3311