

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number: 1/2/02
Prepared on: 1/2/02
Department Name: Public Works
Department No.: 054
Agenda Date: 3/05/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Phillip M. Demery, Director
Public Works

**STAFF
CONTACT:** James Marrs, Section Manager
Engineering - Ext. 3047

SUBJECT: Execute a Professional Services Contract Between Santa Barbara County, Public Works Department Transportation Division and Jason J. Sunukjian; All Supervisorial Districts

Recommendation(s):

That the Board of Supervisors:

Approve and Execute a Professional Services Contract between the County of Santa Barbara and Jason J. Sunukjian for Real Property Management Services (a Local Vendor) for a period of 3/4/02 through 3/3/04 in an amount not to exceed \$146,487.25.

Alignment with Board Strategic Plan:

The recommendation is primarily aligned with Goal No. 1, "An Efficient Government Able to Anticipate and Respond Effectively to the Needs of the Community."

Executive Summary and Discussion:

Public Works currently has two full time real property agents and one half-time agent, Mr. Jason J. Sunukjian, working via a purchase order contract. These agents presently have seventy-seven (77) Capital Improvement projects requiring right-of-way acquisition, dedication, vacation, or exchange. It is estimated that these seventy-seven (77) projects will require 13,700 hours of real property staff time to complete. These hours equate to approximately three (3) years of work for each of the two and a half agents.

The department is requesting approval of a professional service contract with Mr. Jason J. Sunukjian. Jason J. Sunukjian is presently working for two county departments, Public Works and General Services, through separate purchase order contracts. His current contract is for specific road vacations with Public Works and leasing of County owned property for communication site use in General Services. The requested change in employment status will allow the Public Works Department to assign Mr. Sunukjian additional duties as required for the completion of real property transactions without modification to the purchase order contract. Also, Mr. Sunukjian's work for General Services will not be interrupted. General Services will continue to

collect deposits from communications carriers for the leasing of communication sites and reimburse Public Works for his staff time.

Mandates and Service Levels:

Direction by the Board of Supervisors will not change the programs or service levels.

Fiscal and Facilities Impacts:

Funding for this contract is budgeted in Dept. 054, Org Unit 0014, Program 2050, Fund 0015, and Account 7460.

Special Instructions:

Please retain one original copy for the Clerk's office and return two original copies to the Engineering Section, attn: Sophia Rodriguez, ext. 3094.

Concurrence:

County Counsel

Auditor-Controller

Risk Management