



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:** Auditor-Controller  
**Department No.:** 061  
**For Agenda Of:** July 25, 2017  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Theodore A. Fallati, CPA, CPFO, Auditor-Controller, 568-2100  
Director  
Contact Info: Andrea Geis, CPA, Audit Supervisor, 568-2121  
**SUBJECT:** Tajiguas Landfill Phase IIIB Construction Contract Audit Report

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**County Counsel Concurrence**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

Receive and File the Auditor-Controller's Tajiguas Landfill Phase IIIB Construction Contract Audit Report (the Audit Report).

**Summary Text:**

The Audit Report is submitted pursuant to California Government Code 26883, which requires that the Auditor-Controller's audit reports be filed with the Board of Supervisors. The overall purpose of our audit was to determine whether the County of Santa Barbara Public Works Department (Public Works) and Papich Construction, Inc. (Papich) complied with their contract for Phase IIIB of the Tajiguas Landfill Liner project and the Public Contract Code (PCC). We identified opportunities for improvement over policies and procedures, documentation related to requests for bid documentation and bid awarding, and record retention.

**Background:**

The Tajiguas Landfill is a County-owned and operated facility located on the Gaviota coast. This landfill serves the South Coast and the Santa Ynez and New Cuyama Valleys and can process up to 1,500 tons of trash per day. Phase IIIB of the Tajiguas Landfill liner project was one phase of a multi-phased expansion of the Tajiguas Landfill which included the construction of an impermeable liner and installation of a liquid collection system above the liner.

Based on our audit, we recommend that Public Works:

1. Develop policies and procedures for determining the lowest responsive bidder and over contract monitoring.

2. Ensure all Request for Bid documentation contains the required elements as specified by Public Contract Code.
3. Document risks associated with bids which contain unbalanced pricing.
4. Adhere to departmental record retention guidelines.

**Attachments:**

Tajiguas Landfill Phase IIIB Construction Contract Audit Report

**Authored by:**

Andrea Geis, Audit Supervisor

**cc:**

Scott McGolpin, Public Works Director  
Mona Miyasato, County Executive Officer