



**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: General Services
Department No.: 063
For Agenda Of: July 16, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: 4/5

TO: Board of Supervisors

FROM: General Services Kirk Lagerquist, Director



Contact Info: John Green, Interim Assistant Director (805) 934-6229

SUBJECT: Environmental and Civil Design Professional Services Agreement for the Bridgehouse Utility Extensions Project Phase 2, 2025 Sweeny Road, County Project No. 22035; in the Third Supervisorial District

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management; CEO Budget

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute, a Professional Services Agreement (Agreement) in the maximum amount not to exceed \$611,027 (inclusive of the maximum aggregate Supplemental Services Amount of \$41,001) with Wallace Group, a California Corporation (Wallace Group), whose address is 612 Clarion Court, San Luis Obispo, CA (a local vendor) for Environmental and Civil Engineering consulting services for the Bridgehouse Utility Extension Project Phase 2, County Project No. 22035, in the Third Supervisorial District;
- b) Authorize the Director of General Services, or his Assistant Director designee, to approve and execute Supplemental Service Orders in an aggregate amount not to exceed \$41,001;
- c) Approve and authorize the Director of General Services to extend the Term of the Professional Service Agreement as necessary for a period not to exceed twelve (12) additional months beyond the original three-year Term;

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- d) Approve Budget Revision Request No. 0009808 to establish appropriations of \$1,000,000 (4/5 Vote Required); and
- e) Find that the proposed actions are categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to section 15262 of the State Guidelines for the Implementation of CEQA as they consist of activities limited to site investigation and design and direct staff to file a Notice of Exemption on this basis.

Summary Text:

This Board action is to seek approval for the Agreement with Wallace Group for environmental and civil engineering design services for the Santa Barbara County Bridgehouse Utility Extensions Project Phase 2, County Project No. 22035 (Project). The Project will extend permanent wet utilities to the Good Samaritan Shelter located at 2025 Sweeney Road, Lompoc CA. This Agreement will include Schematic Design, Environmental Assessments, Geological Assessments, Entitlement Support, Cost Estimate Development, Development of Construction Documents, and Construction Administration Support for future civil construction work.

The budget for the Agreement is included in the FY 2024-25 Community Services Department Budget, and with the approval of the attached Budget Revision Request No. 0009808, will be transferred to the Capital Outlay Fund (Fund 0030). Budgeted funding will extend into FY 2026-27.

Background:

The Bridge House Homeless Shelter (Shelter) is a 120 bed homeless shelter located on County-owned property at 2025 Sweeney Road, Lompoc CA. The Shelter is currently served from a domestic water well and septic system, both of which have previously failed, have required an elevated level of service over time and have limited capacities, prohibiting potential expansion of the Shelter needed to assist people experiencing homelessness. Under the Agreement, Wallace Group will design system connections, develop construction documents, provide project cost estimates, provide environmental assessments, and entitle the necessary easements or right of ways to install the new water and sanitary sewer systems for the Project.

On April 15, 2024, General Services solicited proposals for Project environmental and civil design services. On May 7, 2024, one (1) proposal was received. General services evaluated this proposal from Wallace Group based on the selection criteria defined in the Request for Proposal and determined it was reasonable and met the qualifications and experience required to perform the work. Staff recommends awarding the contract to Wallace Group, a California Corporation, based on their demonstrated competence and qualifications specifically in wet utility design.

The Agreement includes the fixed fee compensation of \$570,026, and a Supplemental Services Amount of up to \$41,001, for a not-to-exceed Maximum Contract Amount of \$611,027. The Agreement will allow Wallace Group to provide all the environmental and civil engineering services needed to design the Project's Phase 2 water and sanitary sewer infrastructure.

Fiscal and Facilities Impacts: Budgeted: The attached Budget Revision Request 0009808 will transfer the budget for this Project, which is included in the FY 2024-25 Approved Budget, from CSD to the General Services Capital Outlay Fund 0030 to account for the Agreement costs.

Fiscal Analysis: ["Double Click to see Funding Source Instructions"](#)

Funding Sources- Wallace Group PSA	FY 2024-25 thru FY 2026-27	Total One-Time Project Cost
Federal ARPA	\$ 611,026.25	\$ 611,026.25
Total	\$ 611,026.25	\$ 611,026.25

Narrative:

The Agreement with Wallace Group totals \$611,027, including contingency. The engineering design activities will begin immediately upon approval of this Agreement with the Wallace Group. With the complexity of the Project scope and the required permitting involving numerous, local, state and federal agencies, the environmental and design phase will extend into FY 2026-27.

The attached Budget Revision Request No. 0009808 includes \$280,000 from a Community Development Block Grant (CDBG) and \$720,000 in American Rescue Plan Act (ARPA) funds. These funds will be transferred to the General Services Capital Outlay Fund 0030. The ARPA funds will be used first for the Agreement with Wallace Group. Any remaining funds will be used toward Project management, permitting, and other costs.

Key Contract Risks:

General Services will be working closely with Wallace Group and sub-consultants to execute the requirements of the Agreement. The availability of funds, staff availability to oversee such efforts, and unknown future economic and environmental factors all play a role in the viability and future implementation of the Project.

Performance Measures:

The design services outlined in this Agreement are required to upgrade the water and sanitary sewer municipal infrastructure to support the Shelter. The primary objective of the Agreement is to allow the Project to go to bid and implement the required system upgrade. Completing the design on time and within budget, and to work collaboratively with the Community Services Department to achieve an improvement that meets their operational goals, serves as our primary Project metrics.

California Environmental Quality Act (CEQA) Documentation:

A California Environmental Quality Act (CEQA) Notice of Exemption for this project has been filed with this Board Action. This Project Phase is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15262.

Special Instructions:

Please forward a certified, stamped Minute Order approving these recommendations, and one original executed Agreement to Lou Gibilisco in the General Services Department, Capital Division, 1105 Santa Barbara Street; one executed original Agreement to be filed with the Clerk of the Board.

Attachments:

1. Attachment 1 – Professional Services Agreement with the Wallace Group Project No. 22035
2. Attachment 2 – Notice of Exemption, County Project 22035
3. Attachment 3 – Budget Revision Request 0009808

Authored by:

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Lou Gibilisco, Project Manager General Services - Capital Projects (805) 431-2679

CC:

Joe Dzvovnik, Deputy Director, Housing and Community Development, Community Services Department