



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 &
Development
Department No.: 053
For Agenda Of: November 18, 2008
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department John Baker, 568-2085
Director(s)
Contact Info: Dianne Black, 568-2086

SUBJECT: Execute contract with Rincon Consultants for construction monitoring of Westmont College's Master Plan Phase I Development, 1st 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:

Approve and execute a professional services contract with the consulting firm of Rincon Consultants, who is not a local vendor, for construction monitoring pursuant to an Environmental Quality Assurance Program (EQAP) for Westmont College Master Plan Phase I development for the period beginning November 18, 2008 and ending on December 31, 2011 in the amount of \$573,994.

Summary Text:

Pursuant to Condition #101 of Westmont College's Conditional Use Permit (90-CP-096 RV01), an Environmental Quality Assurance Program (EQAP) is required to be prepared and implemented in order to provide comprehensive construction monitoring during development of Phase I of Westmont College's approved Campus Master Plan. According to the condition of approval, the EQAP shall include the integration, coordination, and implementation of all plans and programs relevant to construction of improvements and guide environmental monitoring, data collection, and management coordination in the field by the EQAP monitoring team. The EQAP provides a framework for the preparation of periodic monitoring reports and weekly field logs documenting compliance or instances of non-compliance with required conditions of approval. The EQAP monitors have the authority and ability to secure compliance with all relevant project conditions and to stop work if necessary to ensure compliance. Phase I

development is expected to last approximately 30 months and the EQAP monitoring team would be actively involved with monitoring during the entire grading and construction period.

The total not-to-exceed cost of the EQAP monitoring is \$627,994. This includes the base contract amount of \$546,081 and a 15% contingency, which is to be used to fund unanticipated work that is beyond the original scope of the proposal. A small portion of this cost, \$54,000, has already been funded by the applicant in order to allow Rincon Consultants to begin their pre-construction work and initial monitoring work immediately and not cause delay in the commencement of grading and construction as the Board contract is prepared and approved. Thus, the remaining contract amount requiring approval by your Board is \$573,994. All costs associated with completing the construction monitoring will be borne entirely by the applicant.

Rincon Consultants' proposal to prepare the biological resources study was selected by the applicant, consistent with the Request for Proposal procedure and the *Santa Barbara County Guidelines for the Implementation of CEQA*. A copy of the Environmental Quality Assurance Program is included as Attachment B and Rincon Consultant's proposal dated September 12, 2008 is included in Attachment C.

Background:

The Board of Supervisors granted approval of Westmont College's Conditional Use Permit and Campus Master Plan on February 20, 2007. The Campus Master Plan includes a total of 345,837 square feet of net new development throughout the campus, to be implemented over a series of phases during the next 20 to 30 years. Phase I development includes approximately 164,000 square feet of new buildings and facilities, as well as roadway improvements, landscaping, and various habitat restoration and enhancement programs. Planning and Development approved a Land Use Permit to construct Phase I (with the exception of the Chapel, which will be approved by a separate LUP) on October 2, 2008, and grading is expected to begin in early November. The Conditional Use Permit includes 116 conditions of approval, many of which apply to construction activities. As the EQAP monitor, Rincon Consultants will be responsible for monitoring day-to-day grading and construction activities to ensure compliance with the applicable conditions of approval.

Performance Measure:

N/A

Fiscal and Facilities Impacts:

Budgeted: Yes **Fiscal Analysis:**

Costs for consultant preparation and processing of the biological resource study are to be borne entirely by the applicant. These funds are budgeted in the Permitting and Compliance Program of the Development Review South Division on page D-301 of the adopted 2008/2009 fiscal year budget.

Staffing Impacts:

N/A

Special Instructions:

- Clerk of the Board will forward a copy of the Minute Order to Planning & Development; Attn: David Villalobos.

- Planning & Development will issue a Notice-to-Proceed to Rincon Consultants

Attachments:

Attachment A: Notice to Proceed

Attachment B: Environmental Quality Assurance Program

Attachment C: Contract between Rincon Consultants & the County of Santa Barbara for EQAP
Monitoring for the Westmont College Master Plan Phase I Development

Authored by:

Alex Tuttle, 884-6844

cc: