

**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:**  
**Prepared on:** February 23, 2004  
**Department:** Planning and Development  
**Budget Unit:** 053  
**Agenda Date:** March 09, 2004  
**Placement:** Administrative  
**Estimate Time:** N/A  
**Continued Item:** NO  
**Document FileName:** F:\GROUP\PERMITTING\CASEFILES\TRM\03CASES\03TRM-00000-00003\NTPBOARDLETTER.DOC

**TO:** Board of Supervisors

**FROM:** Valentin Alexeeff, Director  
Planning and Development

**STAFF CONTACT:** David Swenk, Planner III, x6266

**SUBJECT:** Clubhouse Estates Project (TM 14,629) Notice to Proceed

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**Recommendation:**

That the Board of Supervisors:

Authorize the Director of Planning and Development to Issue a Notice to Proceed to Science Applications International Corporation for preparation of the Environmental Impact Report for the Clubhouse Estates Project, Case Number 03TRM-00000-00003 (TM 14,629), located in the Vandenberg Village, along Clubhouse Drive and Burton Mesa Blvd., Third Supervisorial District (APN 097-371-008) for the period of March 9, 2004 to December 31, 2004, in the amount of \$140,603.00 plus a 10% contingency for a total not to exceed \$154.663.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with actions required by law and by routine business necessity.

**Executive Summary and Discussion:**

The firm of SAIC is on P&D's list of firms approved by the Board of Supervisors to provide environmental services. SAIC was selected by the project applicant and Planning and Development staff through the Request for Proposal procedures. A copy of the Scope of Work is included as Attachment B and the SAIC proposal dated January 16, 2004 and revised proposal dated February 13, 2004 included as Attachment C.

**Mandates and Service Levels:**

No change in programs or service levels. The Board adopted process for using consultant services contracts for environmental impact report (EIR) preparation is a permissible method under the California Environmental Quality Act (CEQA), and allows the County to meet CEQA-mandated time lines for EIR consultant contracting.

**Fiscal and Facilities Impacts:**

Costs for consultant selection, preparation, and processing of the environmental document are borne by the applicant.

**Special Instructions:**

- Clerk of the Board to forward a copy of the Minute Order to Planning and Development; Attn: David Swenk.
- Planning and Development will issue a Notice to Proceed to Science Applications International Corporation.

**Concurrence:**

Not applicable. Concurrences regarding the Services contracts for environmental consultants have been previously obtained from County Counsel, the Auditor-Controller and GSA/Risk Management.

**Attachments:**

Attachment A: Contract Summary  
Attachment B: Scope of Work for the Clubhouse Estates EIR  
Attachment C: SAIC Proposal dated January 16, 2004 and Revised Scope dated February 13, 2004