



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:** March 21, 2023  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** General Services Janette D. Pell, Director (805) 560-1011  
Contact Info: Patrick Zuroske, Assistant Director (805) 568-3096  
**SUBJECT:** Award Professional Services Agreement to UltraSystems Environmental Incorporated for the Calle Real Campus Master Plan Programmatic Environmental Impact Report Project # 21010; 2<sup>nd</sup> Supervisorial District

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Manager

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 Service Agreement with UltraSystems Environmental Incorporated for environmental consulting services for the Calle Real Campus Master Plan Programmatic Environmental Impact Report in the amount of \$309,760.00; and
- b) Determine that the recommended actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to Section 15306, as the actions consist of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource, and Section 15378(b)(4), as the actions are the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project, and Section 15378(b)(5), as the actions are the organizational and administrative activities of governments that will not result in direct or indirect physical changes in the environment and approve and direct staff to file the attached Notice of Exemption on that basis.

**Summary Text:**

This item is on the agenda for approval of a Professional Services Agreement (PSA) with UltraSystems Environmental Incorporated to provide environmental consulting services for the development of the Calle Real Campus Master Plan Programmatic Environmental Impact Report (PEIR), with a contract term of 24 months and in a total contract amount not to exceed Three-Hundred and Nine-Thousand Seven-Hundred Sixty Dollars and Zero Cents (\$309,760.00). In accordance with CEQA, the purpose of this PEIR is to provide the County, responsible agencies, trustee agencies, and the public with detailed information about likely project-specific and cumulative environmental impacts in connection with the series of proposed activities consistent with the Calle Real Campus Master Plan (Plan). The PSA and contemplated PEIR are necessary to reduce the need for environmental reviews of specific developments consistent with the Plan, expedite the environmental review process, and accelerate the permitting and approval process (CEQA Guidelines Section 15168). The PEIR process requires collaboration with various County stakeholders, internal and public, taking time to coordinate schedules and receive input to aid in the development of the final PEIR document.

**Background:**

The County's Calle Real Campus (Campus) encompasses 300 acres on the Santa Barbara City/Goleta City border in Goleta, California. In 1910, the County purchased the Campus property, which spans from Hollister Avenue, South of US Highway 101, to just North of Cathedral Oaks Road. As funding permitted, the County developed the Campus, constructing buildings to operate and support County services and programs.

On November 6, 2018, the Board of Supervisors (Board) authorized General Services to proceed with a solicitation for master planning services to support the need to create a long-term facilities strategy for the Campus.

On March 4, 2019, a Request for Proposal (RFP) was publicly released requesting qualified and experienced master planning firms to respond with a proposal for services associated with the development of the Calle Real Campus Master Plan. Four (4) firms responded to the RFP, and a professional services agreement was subsequently awarded to Gensler and approved by the Board on August 13, 2019.

Between September 2019 and January 2020, Gensler released department questionnaires: conducted interviews with departments and individual supervisors to understand long-term strategies: mined data collected from historic County documents: conducted market research: and analyzed existing land conditions to develop three (3) master plan options to present to the Steering Committee.

While the pandemic delayed progress from March 2020 through March 2021, the Steering Committee eventually reconvened to refine the master plan options to a single preliminary Conceptual Plan. The presentations of the Conceptual Plan were conducted between December 2021 and August 2022.

The Calle Real Campus Master Plan was approved by the Board on September 13, 2022. The Board directed General Services to pursue the PEIR process as a next step.

On November 7, 2022 the Request for Qualifications (RFQ) was released for environmental consulting services for the development of a PEIR. The County received qualifications submissions from two firms in response to the RFQ. After scoring the qualifications submissions and conducting interviews with both firms, General Services has selected UltraSystems Environmental Incorporated as the most qualified firm to lead this effort. The PEIR process is estimated to be completed by the end of the 2023-2024 fiscal year.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b>Funding Source</b>	<b>FY2022-23</b>	<b>FY2023-24</b>	<b>Total One-Time Project Cost</b>
Fund 0030 – Capital Outlay Fund	\$350,000.00	\$110,000.00	<b>\$460,000.00</b>

**Fiscal Narrative:**

Initial project funding of \$350,000.00 was budgeted in the FY 2022-23 fiscal year, in the Capital Outlay Fund (Fund 0030); this portion of the project funding shall cover initial expenses associated with the Programmatic EIR process and other Calle Real Master Planning requirements. Any unused budgeted amounts shall be carried over and re-allocated into FY2023-24 budget to continue progress on the PEIR.

The FY 2023-24 Fund 0030 Proposed Budget includes an additional \$110,000.00 to finalize the PEIR. The PEIR is anticipated to be completed by June 30, 2024.

The funding for the implementation phase of the Plan has not been budgeted or committed yet. Furthermore, the Board has not committed to any particular projects described by the Plan, and future phases shall require additional Board approval.

**Key Risk Factors:**

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

**Special Instructions:**

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

**Attachments:**

1. Professional Services Agreement with UltraSystems Environmental Incorporated
2. CEQA Notice of Exemption

**Authored by:**

Ashton Ellis, Project Manager General Services (916-718-6922)