



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: Public Works
Department No.: 054
For Agenda Of: 7/16/2019
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Scott D. McGolpin, P.E., Director, (805) 568-3010
Director(s)
Contact Info: Leslie Wells., Deputy Director, (805) 882-3605

SUBJECT: Board Contract with Environment & Ecology, Inc. to Develop a Regional Disaster Debris Management Plan and Memorandum of Understanding with Participating Cities - First, Second, and Third Supervisorial Districts

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:

- a) Approve and authorize the Chair to execute the Agreement for Services of Independent Contractor with Environment & Ecology, Inc. ("Agreement") in an amount not to exceed \$93,400 for the development of a regional Disaster Debris Management Plan (Attachment A);
- b) Approve and authorize the Chair to execute a Memorandum of Understanding (MOU) with the cities of Carpinteria, Buellton, Solvang, Goleta, and Santa Barbara, under which participating cities and the County commit to provide funding in support of the County's Contract with Environment & Ecology, Inc. for the development of a regional Disaster Debris Management Plan (Attachment B); and;
- c) Determine that the recommended actions do not constitute a project subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines 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.

Summary Text:

This item is on the agenda in order to contract with Environment & Ecology, Inc. (E&E) to develop a regional Disaster Debris Management Plan (DDMP) for the South Coast and Santa Ynez portion of the County. The development of this plan will include the participation of the cities of Carpinteria, Buellton, Solvang, Goleta, and Santa Barbara, which are in the affected region of this proposed plan. The County will hold and manage the contract to perform the strategic planning services with the selected consultant E&E. Cooperating cities will participate via a Memorandum of Understanding (MOU) with the County to contribute financially towards the cost of the contract.

Public Works staff, in collaboration with staff from the participating cities, recently completed a Request for Proposals (RFP) process that determined E&E to be the best consultant to assist our region in developing a DDMP. The contract will produce a regional DDMP and will expire on March 31, 2020.

Background:

Due to the potential for a wide variety of natural disasters throughout Santa Barbara County, County staff and staff from interested cities (including the cities of Santa Barbara, Goleta, Carpinteria, Solvang, and Buellton) determined that it would be beneficial to develop a regional Disaster Debris Management Plan (DDMP) that contains the following 12 components:

- Overview
- Events and Assumptions
- Debris Collection and Removal
- Temporary Debris Management Sites and Disposal Locations
- Debris Removal from Private Property
- Use and Procurement for Contracted Services
- Use of Force Account Labor
- Monitoring of Debris Operations
- Health and Safety Requirements
- Environmental Considerations and Other Regulatory Requirements
- Public Information
- Identification of Debris Removal Contractors

In February 2019, County staff developed an RFP to ensure that a highly qualified and cost-effective firm was selected to assist staff in developing a DDMP. After a brief review of the five responses received, the selection committee, which included staff from the County and cooperating cities, unanimously chose E&E.

The attached contract will expire on March 31, 2020 and contains a not-to-exceed budget of \$93,400.

The cost of the consulting services will be shared amongst the cooperating partners, inclusive of the County and the cooperating cities, as outlined in the MOU (Attachment B). Pursuant to the MOU, the County would serve as the contract holder with the Consultant; act as Project Manager providing all coordination of the strategic planning services performed by the Consultant; and serve as the intermediary between the consultant and the cooperating cities. Funding contributions are proportional based on population size.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Narrative: This Agreement and its associated costs are included in the proposed FY 19/20 budget for the Resource Recovery & Waste Management Division.

Key Contract Risks:

This Board contract includes all standard terms and complies with all conditions set forth in the Service Contract, with the exception of minor modifications to Section 11 Ownership of Documents, Section 12 No Publicity or Endorsement, Section 19 Termination, and Exhibit C Indemnification and Insurance Requirements. This contract is low risk due to amount and type.

Special Instructions:

Please provide a copy of the agreement, the Memorandum of Understanding, and a minute order to the Public Works Department Resource Recovery & Waste Management Division, Attn: Carlyle A. Johnston.

Attachments:

Attachment A: Agreement for Services of Independent Contractor

Attachment B: Memorandum of Understanding between the County and the Participating Cities

Authored by:

Carlyle A. Johnston, Project Leader, Resource Recovery & Waste Management Division, Department of Public Works, ext. 3617