



**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: Community Services
Department No.: 057
For Agenda Of: June 22, 2021
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Department of Community Services
Director(s) George Chapjian, Director, 805-568-2467

Contact Info: Garrett Wong
Climate Program Manager 805-568-3503

SUBJECT: **First Amendment to Agreement with Rincon Consultants Inc for Climate Action Planning Services**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

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 the First Amendment to the Agreement with **Rincon Consultants, Inc.**, for climate action planning services to add additional tasks to the Statement of Work and increase the contract amount by \$16,396 for a total contract amount not to exceed \$532,631, and to extend the term through March 30, 2023;
- B. Determine that the above recommended actions are government fiscal activities, which do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

This item is before the Board to amend the agreement with Rincon Consulting to add tasks to the Statement of Work, increase the total not to exceed contract amount, and extend the contract term. The Statement of Work is being updated to include tasks to review and revise the County’s greenhouse gas inventories and improve data and methodology transparency and replicability. The total contract amount is being increased by \$16,396 to account for the additional tasks. The contract term is being extended to allow for additional time to develop the Climate Action Plan and undergo environmental review. A Budget Revision Request is not needed for this First Amendment as there are existing Departmental funds.

Background:

On July 7, 2020, the Board of Supervisors approved an agreement with Rincon Consultants, Inc. for climate action planning services for a total Agreement amount not to exceed \$516,235. The Board also approved an additional 5 percent contingency amount not to exceed \$25,812.

Developing the measures for the Climate Action Plan relies on a recent greenhouse gas inventory and emissions trend forecast that must utilize strong foundational methods and assumptions.

During the course of the project, Rincon has found some inconsistencies in the County’s previous greenhouse gas inventories including inconsistent emission factors, low quality or outdated data sources, and emissions trends that are incongruent with demographic or economic trends. The additions to the Statement of Work provide for a comprehensive analysis of all inventory years (2007, 2016, 2018), and a data evaluation memorandum to provide transparency and replicability in the future. If corrected, the new inventories could reveal different rates of emissions than previously estimated and a different historical trend. With full confidence in the County’s current and historical emissions rates, Rincon can proceed with identifying and prioritizing appropriate emission reduction measures to incorporate into the Climate Action Plan. Approval of the recommended actions will allow Community Services to receive and pay for necessary additional services.

Performance Measure:

Not applicable

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Budgeted

Key Contract Risks:

Rincon has provided environmental consulting services in Santa Barbara County for 27 years. Rincon has previous and existing contracts for work on a variety of projects for the County. It has previously provided Climate Action Planning services for jurisdictions across California, including Santa Clara, San Mateo, Merced, Kings, and Imperial Counties.

Special Instructions:

Please send two copies of the signed agreement and one copy of the minute order to Garrett Wong.

Attachments:

Attachment A – First Amendment to Agreement with Rincon Consultants, Inc. for Climate Action Planning Services

Attachment B – Executed Agreement with Rincon Consultants, Inc.

Authored by:

Garrett Wong, Climate Program Manager