




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 and
Development
Department No.: 053
For Agenda Of: November 1, 2022
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Lisa Plowman, Director, Planning & Development Department
Director(s) (805) 568-2086 
Contact Info: Dan Klemann, Deputy Director, Planning & Development
Department
(805) 568-2072
SUBJECT: Agreement for Services with KLD Engineering for the Preparation of the
Evacuation Modeling and Planning Project

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: Risk Management

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Adopt a resolution authorizing the Director of the Planning and Development Department, or designee, (1) to accept grant funds (subaward CALFIRE377994) from the California Fire Safe Council by and through the California Department of Forestry and Fire Protection ("CAL FIRE") as part of the California Climate Investment Program, for fiscal years 2022-2023 through 2023-2024 in the amount of \$380,000, and (2) to execute a grant agreement (Attachment 1) similar to the attached upon review and approval of Auditor-Controller, County Counsel, and Risk Management, and (3) to make any certifications and assurances that may be required by the grant agreement.
- b) Approve and authorize the Chair to execute an Agreement for Services of Independent Contractor with KLD Engineering (Attachment 2) to provide professional services in the preparation of an Evacuation Modeling and Planning Project for the Safety Element Update for the period of November 1, 2022, to June 30, 2024, with a base amount not to exceed \$322,532;

- c) Authorize the Planning & Development Department (P&D) Director, or the P&D Director's designee, to:
 - i. Approve up to a 10 percent contingency cost not to exceed \$35,836 for services being performed under the Agreement for Services of Independent Contractor, for a total Agreement amount not to exceed \$358,369;
 - ii. Approve changes or additions in the services being performed under the Agreement for Services of Independent Contractor, provided the Agreement does not exceed the base contract amount plus the 10 percent contingency identified in the Agreement; and
 - iii. Make immaterial changes in accordance with Section 35 of the Agreement for Services of Independent Contractor.
- d) Determine that the Agreement for Services of Independent Contractor and the Board of Supervisors' actions are not a project and, therefore, are exempt from the California Environmental Quality Act (CEQA) pursuant to the State CEQA Guidelines Sections 15060(c)(3) and 15378(b)(5).

Summary Text:

As part of Long Range Planning's project to update the Seismic Safety and Safety Element (Safety Element), an Evacuation Route Modeling and Planning Project will incorporate legislative requirements set forth in AB 747 (Levine, 2019), SB 99 (Nielsen, 2019), and AB 1409 (Levine, 2019). This project is funded, in part, by a California Fire Safe Council Wildfire Evacuation Route Planning and Development Grant totaling \$380,000. P&D initiated a competitive bid process, issued a request for proposals (RFP), and evaluated the proposals to prepare evacuation route modeling and an Evacuation Route Plan. The Agreement for Services of Independent Contractor (Attachment 2), not to exceed \$358,369, will exceed the \$200,000 cumulative contract threshold and, therefore, requires Board of Supervisors approval. Staff recommends the Board of Supervisors approve the Agreement for Services of Independent Contractor.

Background:

P&D will develop an Evacuation Route Plan and incorporate relevant information into the County's Safety Element in order to meet the legislative requirements of AB 747 (Levine 2019), SB 99 (Nielsen 2019), and AB 1409 (Levine, 2021). AB 747 (Levine 2019) requires jurisdictions to identify evacuation routes and their capacity, safety, and viability under a range of emergency scenarios. SB 99 requires each jurisdiction to include information identifying residential developments in hazardous areas that do not have at least two emergency evacuation routes. AB 1409 (Levine, 2021) requires the safety element to be reviewed and updated to identify evacuation locations.

The County has begun the process by developing criteria for, and mapping, preliminary evacuation routes (in compliance with AB 747) and mapping residential developments with a single egress route (in compliance with SB 99). The Plan will build on the County's existing evacuation zones, single egress routes, and preliminary evacuation routes and run various wildfire and traffic model scenarios to understand capacity and safety issues associated with the transportation network.

The project will involve a qualitative evaluation of all evacuation routes throughout the County. It will also include traffic modeling and analysis in areas with higher wildfire risks and higher population densities, including populations with Disabilities and Access and Functional Needs (DAFN). The

modeling and analysis will inform recommendations for structural, social, and operational evacuation improvements in the unincorporated County. The Plan will also incorporate a public education program that encourages the community to know the evacuation routes and zones in which they live and work.

The Project will be advised by the Evacuation Advisory Group (EAG), a multi-agency group of representatives from fire districts, Sheriff, Executive Office of Emergency Management, and Public Works convened by the County to advise this project. The EAG will review draft products and provide input on the project at critical milestones.

This Project is supported by a California Fire Safe Council Wildfire Evacuation Route Planning and Development Grant award. Most of the grant will fund consultant work as well as some staff time and project supplies for P&D and Office of Emergency Management to support and manage the project. The grant performance period is 18 months long, beginning in September 2022 and extending through February 2024.

P&D initiated a bid process on August 15, 2022, and received two proposals by the September 5, 2022 deadline. P&D worked with both candidates to refine proposals, clarify the scope of work, and ask budgetary questions, before making a selection.

KLD Engineering has extensive experience in evacuation planning and traffic modeling and has worked with many other local jurisdictions on similar projects. They are also well-versed in recommending improvements to evacuation infrastructure and processes, and developing education and outreach materials. KLD Engineering's proposal (Attachment 3) reflects the required scope of services; demonstrates relevant, previous experience in the project area; and demonstrates professional qualifications necessary for satisfactory performance of the services required.

Fiscal and Facilities Impacts:

Budgeted: Yes

Funding is budgeted in P&D's Long Range Planning Budget Program on page 318 of the County of Santa Barbara Fiscal Year 2022–2023 adopted budget.

The total cost of the Evacuation Modeling and Planning Project is approximately \$401,000, \$380,000 of which is covered by the grant. The grant covers \$23,631 for County staff time and supplies and \$358,369 for the consultant contract. The General Fund budgets for P&D and OEM cover the remaining \$22,036 of the total project cost and serves as in-kind matching funds for the grant.

Key Contract Risks:

P&D staff performed a risk analysis on the proposed Agreement. It is a high risk proposal because (in part) the high contract value, the project has medium complexity, and the project work is mostly funded by Federal/State funding and program requirements exist. The Agreement applies the County's standard independent contractor terms and conditions in accordance with State of California laws and regulations. The risk mitigation includes insurance coverage appropriate for the level of risk involved as determined by P&D in conjunction with the County Risk Manager, and the Agreement indemnifies County agents, officers, and employees, from any claims that may arise from activities performed under the Agreement. In addition, the Agreement includes a Termination for Convenience clause to further mitigate risk.

Staffing Impacts:

No additional staffing is needed to implement and manage this Agreement.

Special Instructions: *

Please forward one original executed Agreement and a copy of the hearing Action Summary to P&D, Hearing Support, Attention: David Villalobos.

Attachments:

1. Resolution of the Board of Supervisors
2. Agreement for Services of Independent Contractor
 - Exhibit A: Statement of Work
 - Exhibit B: Payment Arrangements
 - Attachment B1: Fee Schedule
 - Exhibit C: Indemnification and Insurance Requirements
3. KLD Engineering, P.C. Evacuation Route Modeling and Planning Project Proposal prepared for the County of Santa Barbara

Authored by:

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