



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:** December 17 2024  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department: Community Services  
Director(s): Jesús Armas, Director  
805-568-2467  
Contact Info:  
Garrett Wong  
Climate Program Manager  
805-390-2983

**SUBJECT:** Fifth Amendment to the Agreement with Rincon Consultants, Inc. for Climate Action Planning Services

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**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 Fifth Amendment to the Agreement with Rincon Consultants, Inc., for climate action planning services to modify the scope of work, extend the term through December 31, 2025, and adjust contract amount by \$53,270, for a total amount not to exceed \$585,901;
- 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 Consultants, Inc. to modify the scope of work, budget and extend the contract term to June 30, 2025. On August 27, 2024 the Board adopted

the 2030 Climate Action Plan. The Board also adopted a resolution directing staff to identify viable measures to reduce greenhouse gas emissions from oil and gas extraction and processing.

Technical analysis is needed to better understand the sources of emissions from oil and gas extraction and processing and the potential to reduce those emissions through various policy approaches. Additionally, technical expertise is needed to assess the implications of incorporating the proposed measures into the 2030 Climate Action Plan, and the impacts to the Environmental Impact Report and Greenhouse Gas Thresholds of Significance.

The analysis will be delivered to the Board along with other considerations next year, presenting planned for February 2025. The Sustainability Division has adequate fund balance to cover the increased contract amount.

### **Background**

On July 7, 2020, the Board of Supervisors approved an Agreement with Rincon Consultants, Inc. for consulting services to develop the 2030 Climate Action Plan for a total amount not to exceed \$516,235. The Board also approved an additional 5 percent contingency amount not to exceed \$25,812.

On June 22, 2022, the Board of Supervisors approved the First Amendment to the Agreement to 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.

On March 14, 2023, the Board of Supervisors approved the Second Amendment to the Agreement to extend the term through December 31, 2023.

On November 7, 2023, the Board of Supervisors approved the Third Amendment to the Agreement to extend the term through June 30, 2024.

On June 18, 2024, the Board of Supervisors approved the Fourth Amendment to the Agreement to modify the scope and extend the term through December 31, 2024.

### **Discussion**

On August 27, 2024 the Board adopted the 2030 Climate Action Plan. The Board also adopted a resolution directing staff to identify viable measures to reduce greenhouse gas emissions from oil and gas extraction and processing.

Technical analysis is needed to better understand the sources of emissions from oil and gas extraction and processing and the potential to reduce those emissions through various policy approaches. Additionally, technical expertise is needed to assess the implications of incorporating the proposed measures into the 2030 Climate Action Plan, and the impacts to the Environmental Impact Report and Greenhouse Gas Thresholds of Significance.

Staff recommend amending the scope, budget and term of its existing contract with Rincon Consultants, given their recent and ongoing experience with the County's GHG Inventory and CAP. Staff anticipate presenting recommendations to the Board in February 2025 as directed from the August meeting.

**Fiscal and Facilities Impacts:**

Budgeted: Yes. The change of scope of work will be paid for with Sustainability Division fund balance.

**Key Contract Risks:**

The level of contract risk is low, as Rincon has provided environmental consulting services in Santa Barbara County for 30 years. Rincon has previous and existing contracts for work on a variety of projects for the County. The consultant has provided Climate Action Planning services for the County for the past three years.

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			\$ 53,270.00
State			
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 53,270.00

**Special Instructions:**

**Attachments:**

- Attachment A – Fifth Amendment to Agreement with Rincon Consultants, Inc. for Climate Action Planning Services
- Attachment B – Original Executed Agreement with Rincon Consultants, Inc.

**Authored by:**

Garrett Wong, Climate Program Manager