



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 &
Development
Department No.: 053
For Agenda Of: December 2, 2014
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: 4/5 vote required

TO: Board of Supervisors
FROM: Department Glenn S. Russell, Ph.D., 568-2085
Director(s)
Contact Info: Matt Schneider, 568-2072
SUBJECT: Authorization of Professional Services Contract with RECON Environmental, Inc. to prepare an Environmental Impact Report for the proposed Goleta Community Plan Update for the Eastern Goleta Valley, 2nd Supervisorial District.

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

1. Approve and authorize the Chair to execute the attached Agreement (Attachment A) with RECON Environmental, Inc., for an amount not to exceed \$38,600 for preparation of an Environmental Impact Report (EIR) for the Goleta Community Plan Update for the Eastern Goleta Valley project for the period beginning December 3, 2014 and ending on December 31, 2015.
2. Authorize the Director of Planning & Development or designee to approve changes or additions in the services being performed under the Agreement in an amount not to exceed \$4,500.00 for a total not to exceed amount of \$43,100.00.
3. Approve Budget Revision 0003694. Increase appropriations of \$47,100 in Planning and Development Department General Fund for Services and Supplies funded by release of Committed fund balance (Attachment C).

4. Determine that these activities are exempt from review under the California Environmental Quality Act pursuant to CEQA Guideline section 15061(b)(3), as it can be seen with certainty that there is no possibility that these activities may have a significant effect on the environment.

Summary Text:

County Code Sec. 2-42 requires contracts for services in excess of \$100,000 to be approved by the Board of Supervisors.

On August 19, 2014, the County released the Draft EIR (DEIR) for the Goleta Valley Community Plan update for the Eastern Goleta Valley. RECON Environmental, Inc. prepared the DEIR under contract in the amount of \$86,000.00. The existing contract only covered the preparation of the DEIR. Since the contract was under \$100,000.00, the contract was not previously presented for Board of Supervisors' approval. However, the recent loss of key staff in the Long Range Planning Division necessitates additional consultant support to complete the Final EIR (FEIR) and keep the Goleta Valley Community Plan update for the Eastern Goleta Valley on schedule for adoption. Therefore, in addition to contract approval, a budget revision to include consultant preparation of the FEIR is recommended to allow the consultant work to continue. Since the DEIR Purchase Order has been fully expended, an additional contract in the amount of \$38,600 is required to complete the FEIR. This item is being presented to the Board since, cumulatively, the two contracts exceed \$100,000.00.

RECON Environmental, Inc. will assist staff in preparing the FEIR document based on the initiated project description, including: 1) response to comments received, 2) preparation of revised chapters of the EIR including revised mitigation measures, and 3) participation in adoption hearings, if necessary.

Background:

On March 18, 2008, the Santa Barbara County Board of Supervisors approved funding the Goleta Community Plan Update for the Eastern Goleta Valley as a project in the Planning and Development Department Annual Work Program. The Board of Supervisors support for this planning effort was based in large part on the community's expressed desire to develop a local solution to address the land use and resource issues specific to the Eastern Goleta Valley post incorporation of the City of Goleta in 2002.

In 2008 the Board of Supervisors appointed the seven-member Goleta Valley Planning Advisory Committee (GVPAC). The GVPAC hosted 39 noticed public meetings and two public workshops.

The Board initiated the environmental review phase on February 21, 2012. In November 2013, the County entered into a contract with RECON Environmental, Inc. to prepare the DEIR. In addition, contracts were awarded to consultants Associated Transportation Engineers and Applied Earthworks, Inc. to provide technical information for the Transportation/Circulation and Cultural Resources chapters of the DEIR, respectively. The DEIR was released for public review on August 19, 2014. Staff is recommending that the contract be extended and augmented to allow RECON Environmental, Inc. to complete the FEIR. Associated Transportation Engineers and Applied Earthworks, Inc. would continue to assist staff on the FEIR.

Performance Measure: N/A

Fiscal and Facilities Impacts:

Budgeted: No. The Department has funding for the Eastern Goleta Valley Community Plan set aside in a Committed Fund Balance account to fully fund a contract amendment of \$47,100 for completion of the Final Environmental Impact Report for the Eastern Goleta Valley Community Plan. This release of fund balance was originally budgeted for use in the prior fiscal year but was not actualized. This fund balance release has no impact on General Fund Contribution. There are no facilities impacts.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$43,100.00		\$43,100.00
State			
Federal			
Fees			
Other:			
Total	\$43,100.00	-	\$43,100.00

Note: General fund cost includes a contingency of \$4,500

Staffing Impacts: N/A

Key Contract Risks:

A risk analysis was performed on the proposed contract and the contract was determined to be of medium risk. RECON Environmental, Inc. performed well on the previous contract for the Goleta Community Plan update for the Eastern Goleta Valley DEIR. This contract includes payment arrangements based on periodic compensation at selected milestones. Payments will not be made until all services have been completed, delivered and found to be satisfactory for the various milestones. This ensures that funds will only be expended upon satisfactory product delivery and performance by RECON Environmental, Inc.

Special Instructions:

Clerk of the Board will forward a copy of the Minute Order and executed contract to Planning & Development: Attn: Elisa Moser. Planning & Development will issue a Notice-to-Proceed to RECON Environmental, Inc.

Attachments:

Attachment A: Contract between RECON Environmental, Inc. and the County of Santa Barbara for Preparation of the Goleta Valley Community Plan Update for the Eastern Goleta Valley EIR

Exhibit A: Scope of Work

Attachment A-1: RECON Proposal dated September 22, 2014 (Revised October 9, 2014)

Exhibit B: Payment Arrangements

Exhibit C: Indemnification and Insurance Requirements

Attachment B: Notice to Proceed

Attachment C: Budget Revision

Authored by:

Brian A. Tetley, 884-6848