



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:** March 5 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 Scott D. McGolpin, Public Works Director, 568-3010  
Director  
Contact Info: Chris Sneddon, Deputy Director, Transportation, 568-3064  
**SUBJECT:** Agreement for Services of Independent Contractor for Santa Maria River Levee  
Bike Trail Project, County Project No. 862372; Fifth Supervisorial District

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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 Agreement for Services of Independent Contractor with EMC Planning Group Inc. (not a local vendor), for an Agreement amount up to \$311,172.00, which includes a contingency amount of \$28,287.92, to provide professional engineering and environmental services for the Santa Maria River Levee Bike Trail Project; County Project No. 862372; Fifth Supervisorial District;
- b) Approve and authorize the Director of Public Works, or designee, to, in accordance with the Agreement: extend the period of performance for up to one additional year (§ 4.B); make immaterial amendments (§ 34); and, suspend performance (§ 46.); and
- c) Determine the above actions are not a project under the California Environmental Quality Act guidelines pursuant to Section 15378(b)(5) because it consists of organizational or 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 to approve the Agreement for Services of Independent Contractor for design and environmental services for the Santa Maria River Levee Bike Trail Project with EMC Planning Group Inc., an environmental planning firm based in Monterey County. A Request for Proposals (RFP) was issued for the preliminary environmental review, permitting, and bike trail safety design services of the

proposed public bike trail along the Santa Maria River levee. Public Works evaluated the two proposals received based upon the selection criteria defined in the RFP. Staff determined that EMC Planning Group Inc. was the highest ranked responsive proposer, and met the required qualifications and experience. Pursuant to the successful negotiations, Public Works recommends awarding this contract to EMC Planning Group Inc. based upon staff’s findings from the review of the proposals.

Approval of this agreement would allow the contractor, EMC Planning Group Inc., to assist Public Works in completing the environmental review and documentation consisting of an Environmental Impact Report (EIR), National Environmental Policy Act (NEPA) and Section 408 permitting as well as prepare conceptual design plans.

**Background:**

The Santa Maria River Levee System (levee) is a 17-mile stone-revetted levee located along the south side of the Santa Maria River. The levee was designed to convey peak flows on the Santa Maria River from the confluence of the Cuyama and Sisquoc Rivers downstream to Highway 1 near the City of Guadalupe.

In 2020, the Santa Barbara County Board of Supervisors accepted a grant from the California Coastal Conservancy to develop the Santa Maria River Levee Trail Study to serve as an informational tool. The goal of the study was to engage with the community and help identify constraints and opportunities associated with the trail. The proposed trail is identified or referenced in previously adopted plans and policies in the region. The levee trail study is separate but related to a study prepared by the California Coastal Conservancy that studies potential trail alignments for a trail from the City of Guadalupe to the beach.

Published in 2022, the levee trail study area consists of an approximately 6.7-mile-long segment of the levee that stretches from the western terminus of the Tom Urbanske Multi-Purpose Trail in the City of Santa Maria to the City of Guadalupe. This segment of the levee is surrounded by agricultural lands on the south side with areas of farmland north of the levee within the riverbed. The levee is a highly regulated facility that protects life and property in the Santa Maria Valley. Therefore, the US Army Corps of Engineers (USACE) must grant permission, via a Section 408 Permit, for any physical improvements or proposed use of the levee to determine if the trail will impair the usefulness of the levee as a USACE civil works project.

If the agreement on the agenda is approved, the next steps are to continue with the environmental review and conceptual design work as well as seek a Section 408 permit for the project.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

| <b><u>Funding Source</u></b> | <b><u>Total One Time Project Cost</u></b> |
|------------------------------|-------------------------------------------|
| SCE Settlement Funds         | \$311,172.00                              |
| <b>Total:</b>                | <b>\$311,172.00</b>                       |

*Narrative:* The Project costs, including contingencies, is funded by the SCE Settlement funds, budgeted in Fund 0017, Dept 054, LIA 7460, Program 2830, Org. 0600

**Special Instructions:**

Please forward the following items to Yanette Luna in the Public Works Department, Transportation Division, 123 E. Anapamu Street, 805.568.3094:

- Email a Minute Order approving these recommendations to Yanette Luna at [yluna@countyofsb.org](mailto:yluna@countyofsb.org)
- One duplicate original executed amendment signature page, one complete original to remain with Clerk of the Board

**Attachments:**

Attachment A: Agreement for Services of Independent Contractor between County of Santa Barbara and EMC Planning Group Inc. for the Santa Maria River Levee Bike Trail Project, County Project No. 862372.

**Authored by:**

Kalani Durham, Environmental Coordinator, (805) 568-3110