

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Report Date: June 15, 2006
Department: Planning & Development
Budget Unit: 053
Agenda Date: June 27, 2006
Placement: Administrative
Estimate Time: N/A
Continued Item: NO
Document File Name G:\GROUP\Permitting\Case Files\Cp\1970s\72 cases\72cp116 Botanic Garden\72-CP-116 RV01 (02NEW-00138)\Environmental Review\EIR Contract\BG EIR Contract BOS letter.doc

TO: Board of Supervisors

FROM: Dianne Meester, Assistant Director
Planning & Development

STAFF CONTACT: Steve Chase, Deputy Director, 568-2520

SUBJECT: Execute contract with Envicom Corporation for preparation of an environmental impact report (EIR) for the proposed Santa Barbara Botanic Garden project

RECOMMENDATIONS:

That the Board of Supervisors:

Approve and execute a professional services contract with the consulting firm of Envicom Corporation, who is not a local vendor, for preparation of an EIR for the proposed Santa Barbara Botanic Garden Vital Mission Plan project for the period beginning June 27, 2006 and ending on December 31, 2007 in the amount of \$331,702.

ALIGNMENT WITH BOARD STRATEGIC PLAN: The recommendation is primarily aligned with actions required by law and by routine business necessity.

EXECUTIVE SUMMARY & DISCUSSION:

The Santa Barbara Botanic Garden (Garden) comprises approximately 65 acres in the Mission Canyon area of Santa Barbara. The Garden has been operating under its existing Conditional Use Permit since 1972. The proposed project involves a revision to the Garden's existing Conditional Use Permit, including incorporation of a recently acquired 13.15 acre parcel, bringing the total acreage of the Garden to approximately 78 acres. Included in the revised CUP is a proposal to expand existing facilities by approximately 28,326 square feet of new development and increase the level of use of the Garden in terms of new employees, classes, lectures, and special events. The project includes extension of sewer and water lines to serve all new and existing buildings. The project also includes a proposed general plan amendment and rezone on two parcels (APNs 021-030-001

and 023-052-003) to a Recreation/Open Space land use designation and Recreation zone district, in order to provide consistent zoning and land use designations throughout the Garden property. The project involves Assessor Parcel Numbers (APNs) 023-052-001, -002, -003, -004, -008, -011 and -012; 023-060-018, -022, -023, -024, -025, -026, and -038; 023-340-013, -014, and -015; 023-350-006; and 021-030-001.

The total not-to-exceed cost of the EIR is \$331,702. This includes the base contract amount of \$283,775, a 10% contingency, which is to be used to fund unanticipated work that is beyond the original scope of the EIR proposal, and up to \$19,550 set aside for protocol-level surveys in the unlikely event that such surveys are required for threatened or endangered species if they are found on the site during the biological field surveys conducted by Envicom. We are asking your Board to approve a larger contract amount to cover those expenditures in case they were to occur, in order to obviate the need to return to your Board in the future with a request to amend the contract. These monies will not be spent unless protocol level surveys are required.

Envicom Corporation's proposal to prepare the EIR was selected by the applicant, consistent with the Request for Proposal procedure and the *Santa Barbara County Guidelines for the Implementation of CEQA*. No local vendors submitted proposals for this project. A copy of the EIR Scoping Document is included as Attachment B and the Envicom Corporation proposal dated April 12, 2006 (Revised May 26, 2006) is included in Attachment C.

MANDATES & SERVICE LEVELS:

No change in programs or service levels would result. The Board-adopted process for using consultant services contracts for environmental impact report (EIR) preparation is a permissible method under the California Environmental Quality Act (CEQA) and allows the County to meet CEQA-mandated time lines for EIR preparation.

FISCAL IMPACT:

Costs for consultant preparation and processing of the environmental document are to be borne by the applicant. These funds are budgeted in the Permitting and Compliance Program of the Development Review South Division on page D-290 of the recommended 06/07 fiscal year budget.

SPECIAL INSTRUCTIONS:

- Clerk of the Board will forward a copy of the Minute Order to Planning & Development; Attn: Cintia Mendoza.
- Planning & Development will issue a Notice-to-Proceed to Envicom Corporation

CONCURRENCES:

Concurrences regarding the subject contract have been obtained from County Counsel, the Auditor-Controller and GSA/Risk Management.

ATTACHMENTS:

Authorization of EIR Contract for Santa Barbara Botanic Garden
Case No. 72-CP-116 RV01
Agenda Date: June 27, 2006
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Attachment A: Notice to Proceed
Attachment B: Revised Scoping Document dated March 30, 2006 for the Santa Barbara Botanic Garden
Vital Mission Plan project EIR
Attachment C: Contract between Envicom Corporation & the County of Santa Barbara for preparation of
the EIR for the Santa Barbara Botanic Garden Vital Mission Plan project

Prepared By: Alex Tuttle, Project Planner, 884-6844

ATTACHMENT A

June 27, 2006

Laura Kaufman
Vice President
Envicom Corporation
28328 Agoura Rd.
Agoura Hills, CA 91301

Re: Notice-to-Proceed to Prepare the EIR for the proposed Santa Barbara Botanic Garden Vital Mission Plan project; Case No. 72-CP-116 RV01 et al.

Dear Ms. Kaufman:

This letter serves as your Notice-to-Proceed (NTP) to prepare the EIR for the proposed Santa Barbara Botanic Garden Vital Mission Plan project. The total not-to-exceed cost of the EIR is \$331,702. This amount includes the 10% contingency and assumes up to \$19,550 for, and only for, protocol level surveys for the California red-legged frog and Steelhead trout. These surveys shall only be conducted upon subsequent written authorization by Planning and Development. Use of the contingency fund is for work that is beyond the scope of the current proposal and also requires subsequent authorization by Planning and Development prior to its use.

The terms and conditions of this authorization are outlined in the County's EIR Scoping Document (Revised March 30, 2006) and Envicom's proposal dated April 12, 2006 (Revised May 26, 2006).

Please direct any calls regarding this letter to Alex Tuttle at 884-6844.

Sincerely,

Steve Chase, Deputy Director
Development Review South

cc: Anne Almy, Supervising Planner
Alex Tuttle, Project Planner
Gloria Kelm, Accounting

ATTACHMENT B

ATTACHMENT C

ATTACHMENT D