



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.:** 052  
**For Agenda Of:** November 8, 2016  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** 4/5ths

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**TO:** Board of Supervisors  
**FROM:** Department George C. Chapjian Community Services Director (805)568-2467  
Director:  
Contact Info: Claude Garciacelay, Parks Planner (805) 568-2469  
**SUBJECT:** Change Order for Professional Services Agreement between the County of Santa Barbara and Amec Foster Wheeler for Continuation of Consultant Services for the Baron Ranch Trail Project; 3<sup>rd</sup> Supervisorial District

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk

As to form: N/A

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Purchasing

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and Authorize the County Purchasing Agent to execute a change order under purchasing contract CN19989 with Amec Foster Wheeler (Amec), a local vendor, in order to continue Consultant Services for Planning, Environmental Document Preparation and Permit Processing for the Baron Ranch Trail Project through July 31, 2017 and increase the purchasing contract by \$20,137 for additional consultation services for a total purchasing contract amount not exceed \$27,337 (Attachment A);
- b) Approve the attached Budget Revision Request (BJE No. 0004813) for completion of the planning, environmental document preparation and permit processing (Attachment B)(4/5ths vote required); and
- c) Determine that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15262 and 15378(b)(4) of the State Guidelines for the Implementation of CEQA, finding that the activities involve only feasibility or planning studies for possible future actions which the Board has not approved, adopted or funded and are the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment, and direct staff to file a Notice of Exemption (Attachment C).

**Summary Text:**

Amec is currently under contract via purchasing contract CN19989 (Attachment D) with the County of Santa Barbara through December 31, 2016 for planning, environmental document preparation and permit processing for the Baron Ranch Trail Project. The project entails construction of visitor serving facilities including a parking area and vehicle turn-around and bridge improvements. The services to be performed by Amec will exceed \$100,000 when combined existing County-wide contracts; therefore, CSD is bringing this item to the Board for approval so these services can be authorized to continue past December 31, 2016.

**Background:**

The first segment of Baron Ranch Trail, an internal loop within the County owned property, was opened in 2011. The Board’s approval of a Resolution 16-69 in March 2016 (Attachment 5) authorized the expansion of the trail to connect to the National Forest and new trail facilities on County property. Additional effort is now needed to complete the planning, environmental and permit process in light of new information requiring partial re-design and associated work effort. With Board approval of the recommendations, Amec’s existing \$7,200 purchasing contract CN19989 will increase by \$20,137 for additional consultant services for environmental document preparation and permit processing and coordination in support of the Baron Ranch Trail Project through building department approval and permit issuance.

**Risk:**

The contract terms apply standard public works contract terms and conditions in accordance with the California Public Contract Code and other laws and regulations governing public projects in the State of California.

**Performance Outcomes:**

Amec’s history of delivering on time and in budget consulting services to this department has been consistently good. Their work product is of high quality meeting the planning, environmental document preparation, focused studies (e.g. cultural reports, biological reports, etc.), permit application and project monitoring needs of the Community Services Department.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**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>
Capital Fund 0031	\$ 55,000.00		\$ 135,000.00
	\$ -		\$ -
Total	\$ 55,000.00	\$ -	\$ 135,000.00

Narrative:

The total cost of the planning and permitting process for the project is estimated to be \$135,000. \$100,000 was previously appropriated by your Board, and upon approval of the attached Budget Revision No. 0004813, the remaining \$35,000 will be allocated from Quimby Fund 1400 South Coast West for completion of the planning and permitting process.

**Staffing Impacts:**

None

**Special Instructions:**

After Board action, please distribute the Minute Order to Jill Van Wie, Community Services Dpt.

**Attachments:**

- A. Change Order
- B. Budget Revision Request (BJE No. 0004813)
- C. CEQA Notice of Exemption
- D. Purchasing Contract CN19989
- E. Resolution 16-69