



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: 3/17/15
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Glenn Russell, Ph.D., Director
Director(s) (805) 568-2085
Contact Info: Dianne Black, Assistant Director
(805) 568-2086

SUBJECT: Approval of Amendment No. 1 to the Professional Services Contract with Thomas Figg for Staff Services related to the Santa Barbara Ranch Project

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

Planning and Development recommends that the Board of Supervisors:

- A. Approve, ratify, and authorize the Chair to execute Amendment No. 1 to Thomas Figg's existing professional services contract (Contract No. BC 09-063), increasing the contract amount by \$10,000, for a total contract not-to-exceed cost of \$210,000, in order to complete the provision of professional planning services relative to case processing of the Naples/Santa Barbara Ranch Project, and removing the requirement that the Contractor maintain Professional Liability Insurance coverage for three years following completion of the performance of the provisions of the agreement (Attachment A).
- B. Determine the above action is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines section 15061(b)(3) as it can be seen with certainty that there is no possibility the activity may have a significant effect on the environment.

Summary Text:

The department requests this contract amendment to increase the contract authority by \$10,000 and to remove the requirement that the contractor retain Professional Liability coverage for three years following completion of work on the Santa Barbara Ranch project. Since the Board's approval of the Santa Barbara Ranch project in 2008, Mr. Figg has provided staff support on submittals to the Coastal

Commission related to the project, permitting information in support of litigation, and assistance in addressing ownership changes. Mr. Figg’s work concluded in late 2014. This contract amendment would complete the contractual arrangement between the County and Mr. Figg.

Background:

The original contract (Attachment B) was approved by the Board of Supervisors on December 16, 2008, following a purchase order which authorized the initial planning work on Santa Barbara Ranch. The contract term was extended from 2009 to 2014 through a series of change orders.

Fiscal and Facilities Impacts:

Budgeted: Yes

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			
State			
Federal			
Fees	\$ 10,000.00		
Other:			
Total	\$ 10,000.00	\$ -	\$ -

Narrative: The contract is funded in the department’s adopted FY 14-16 budget as shown on page D-212. All costs incurred under this contract for the Santa Barbara Ranch project are reimbursed by the applicant for the project.

Key Contract Risks:

No future risk exists, as this amendment is being executed in order to make final payments to the consultant. The Department does not currently intend to contract with this consultant again. The amendment is being executed to be in full compliance with County Contract Policy.

Staffing Impacts:

None

Special Instructions:

Please forward a copy of the Minute Order and signed Amendment to Planning & Development, attention David Lenger.

Attachments:

Attachment A: Amendment 1 to Contract for Services

Attachment B: Contract No. BC 09-063

Authored by:

Dianne Black, Assistant Director, Planning & Development