



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.: 057
For Agenda Of: November 7, 2023
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Department of Community Services
Director(s) George Chapjian, Director, 805-568-2467

Contact Info: Garrett Wong
Climate Program Manager, 805-390-2983

SUBJECT: Third Amendment to the Agreement with Rincon Consultants, Inc. for Climate Action Planning Services

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 Third Amendment to the Agreement with Rincon Consultants, Inc., for climate action planning services to extend the term through June 30, 2024;
- b) Determine that the above recommended actions are government fiscal activities, which do not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment and are therefore not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(4) of the CEQA Guidelines.

Summary Text:

This item is before the Board to amend the Agreement with Rincon Consultants, Inc. to extend the contract term to June 30, 2024. The contract term is being extended to allow for additional time to prepare environmental documents, cost analysis and bring the final draft 2030 Climate Action Plan (CAP) to the Board for adoption. A Budget Revision Request is not needed for this Third Amendment as there is no request for additional funds.

Background:

On July 7, 2020, the Board of Supervisors approved an Agreement with Rincon Consultants, Inc. for consulting services to develop the 2030 Climate Action Plan for a total amount not to exceed \$516,235. The Board also approved an additional 5 percent contingency amount not to exceed \$25,812.

On June 22, 2022, the Board of Supervisors approved the First Amendment to the Agreement to increase the contract amount by \$16,396 for a total contract amount not to exceed \$532,631, and to extend the term through March 30, 2023.

On March 14, 2023, the Board of Supervisors approved the Second Amendment to the Agreement to extend the term through December 31, 2023.

The completion of the CAP has been delayed due to changes in outreach and engagement activities due to COVID, unanticipated technical analysis for the greenhouse gas emissions inventory, extensive engagement with stakeholders such as the Agricultural Advisory Committee, additional vetting of measures and actions with staff and stakeholders and additional analysis for cost impacts.

Staff anticipate preparing the final documents and cost analysis and bringing the final draft CAP and environmental impact report to the Board for adoption in Winter 2024.

Fiscal and Facilities Impacts:

Budgeted: Yes, the Board approved the use of unspent funds previously allocated for the Strategic Energy Plan for the development of the 2030 Climate Action Plan.

Key Contract Risks:

The level of contract risk is low, as Rincon has provided environmental consulting services in Santa Barbara County for 30 years. Rincon has previous and existing contracts for work on a variety of projects for the County. The consultant has previously provided Climate Action Planning services for jurisdictions across California, including Santa Clara, San Mateo, Merced, Kings, and Imperial Counties.

Special Instructions:

Please send two copies of the original signed agreement and one copy of the minute order to Garrett Wong, CSD Sustainability Division.

Attachments:

- Attachment A – Third Amendment to Agreement with Rincon Consultants, Inc. for Climate Action Planning Services
- Attachment B – Executed Agreement with Rincon Consultants, Inc.

Authored by:

Garrett Wong, Climate Program Specialist