



**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: December 2, 2014
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Glenn S. Russell, Ph.D., 568-2085
Director(s)
Contact Info: Matt Schneider, 568-2072
SUBJECT: Authorization of Professional Services Contract with RECON Environmental, Inc.
to prepare an Environmental Impact Report for the proposed Gaviota Coast Plan,
3rd Supervisorial District.

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

1. Approve and authorize the Chair to execute an Agreement (Attachment A) with RECON Environmental, Inc. for a base contract amount not to exceed \$185,000.00 for preparation of an Environmental Impact Report (EIR) for the Gaviota Coast Plan project for the period beginning December 3, 2014 and ending on June 30, 2016.
2. Authorize the Director of Planning & Development or designee to approve changes or additions to the services being performed under the Agreement in an amount not to exceed \$18,500.00 for a total not to exceed amount of \$203,500.00.
3. Determine that these activities are exempt from review under the California Environmental Quality Act pursuant to CEQA Guideline section 15061(b)(3), as it can be seen with certainty that there is no possibility that these activities may have a significant effect on the environment.

Summary Text:

County Code Sec. 2-42 requires contracts for services in excess of \$100,000 to be approved by the Board of Supervisors. The total not-to-exceed cost of this proposed EIR contract is \$203,500.00.

On August 29, 2014, the County released a Request for Proposals (RFP) for preparation of the Gaviota Coast Plan EIR. Three firms submitted proposals in response to the RFP. The three proposals were evaluated by Planning & Development staff. As a result of this evaluation, RECON Environmental, Inc. (a local vendor) was selected to prepare the EIR. A copy of the Scope of Work is included as Exhibit A of the contract (Attachment A).

The primary objective of the scope of work is to conduct an objective environmental analysis of the potential impacts of the proposed Gaviota Coast Plan. The analysis will use County adopted environmental thresholds in the County of Santa Barbara Environmental Thresholds and Guidelines Manual in evaluating the impacts of the proposed plan. RECON Environmental, Inc. will assist staff in preparing the EIR document based on the initiated project description, including: 1) the determination of environmental effects, 2) the analysis of reasonable project alternatives, and 3) the formulation of any necessary mitigation measures.

Background:

In June 2009, the Santa Barbara County Board of Supervisors approved funding the Gaviota Coast Plan as a project in the Planning and Development Department Annual Work Program. The Board of Supervisors support for this planning effort was based in large part on the community's expressed desire to develop a local solution to address the land use and resource issues specific to the Gaviota Coast.

On October 20, 2009, by Resolution 09-319, the Board of Supervisors established the Gaviota Coast Plan area boundaries and appointed the 11-member Gaviota Coast Planning Advisory Committee (GavPAC). The GavPAC hosted 68 noticed public meetings, one all day workshop, and 56 GavPAC subcommittee meetings.

The Board initiated the environmental review phase on December 3, 2013. The County issued a Request for Proposals on August 29, 2014, received proposals from three firms, and staff is recommending that the contract be awarded to RECON Environmental, Inc.

Performance Measure: N/A

Fiscal and Facilities Impacts:

Budgeted: Yes. Funding for the consultant work is included in the Planning & Development budget, on page D-212 of the County of Santa Barbara's Operational Plan for 2014-2016, in the amount of \$204,000. There are no facilities impacts.

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	\$203,500.00		\$203,500.00
State			
Federal			
Fees			
Other:			
Total	\$203,500.00	-	\$203,500.00

Staffing Impacts: N/A

Key Contract Risks:

A risk analysis was performed on the proposed contract and the contract was determined to be of medium risk. RECON Environmental, Inc. performed well on the previous contract for the Goleta Community Plan update for the Eastern Goleta Valley DEIR. This contract includes payment arrangements based on periodic compensation at selected milestones. Payments will not be made until all services have been completed, delivered and found to be satisfactory for the various milestones. This ensures that funds will only be expended upon satisfactory product delivery and performance by RECON Environmental, Inc.

Special Instructions:

Clerk of the Board will forward a copy of the Minute Order and executed contract to Planning & Development: Attn: Elisa Moser. Planning & Development will issue a Notice-to-Proceed to RECON Environmental, Inc.

Attachments:

Attachment A: Contract between RECON Environmental, Inc. and the County of Santa Barbara for Preparation of the Gaviota Coast Plan EIR
Exhibit A: Scope of Work
Attachment A-1: RECON Proposal dated September 22, 2014 (Revised October 9, 2014)
Exhibit B: Payment Arrangements
Exhibit C: Indemnification and Insurance Requirements

Attachment B: Notice to Proceed

Authored by:

Brian A. Tetley, 884-6848