



# County of El Dorado

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## Legislation Details (With Text)

**File #:** 22-1327      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 7/14/2022      **In control:** Board of Supervisors

**On agenda:** 9/27/2022      **Final action:** 9/27/2022

**Title:** Planning and Building Department, Planning Division, Current Planning Unit, recommending the Board consider the following:  
1) In accordance with Chapter 3.13, Section 3.13.030 of County Ordinance Code, Contracting Out, find that specialty skills and qualifications not expressly identified in County classifications are required for the performance of this work;  
2) Approve and authorize the Chair to sign Agreement 6834 with Michael Baker International, Inc., for the provision of services necessary to assist the County with as-needed land use planning and environmental reviews for various development projects, with a not-to-exceed amount of \$500,000, and a term of three (3) years effective upon execution; and  
3) Authorize the Purchasing Agent, or designee, to execute any further documents determined necessary related to Agreement 6834, including amendments which do not increase not-to-exceed amount or term of the Agreement, contingent upon approval by County Counsel and Risk Management.

**FUNDING:** Applicant Funded.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved CRS, 2. B - PE Agreement 6834, 3. Executed Agreement 6834

Date	Ver.	Action By	Action	Result
9/27/2022	1	Board of Supervisors	Approved	Pass

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3) Authorize the Purchasing Agent, or designee, to execute any further documents determined necessary related to Agreement 6834, including amendments which do not increase not-to-exceed amount or term of the Agreement, contingent upon approval by County Counsel and Risk Management.

**FUNDING:** Applicant Funded.

### DISCUSSION / BACKGROUND

The California Environmental Quality Act (CEQA) and County CEQA Resolution 61-87 allow the County to hire consultants, funded by project applicants/developers, to prepare complex and

comprehensive CEQA documents such as Environmental Impact Reports.

In August 2019, the Chief Administrative Office, Procurement and Contracts Division, on behalf of the Department of Transportation and Planning and Building Department (Department), issued Request for Qualifications (RFQ) 20-918-043 for various as-needed consultant services, which included categories for both Land Use Planning and Environmental Services. In accordance with the County's Procurement Policy C-17, Section 7.10, Request for Qualifications, staff from various divisions within the Department form evaluation committees to review responses received for each of the categories pertaining to the Department. In March and May of 2021, the Procurement & Contracts Manager issued lists of qualified firms for these consulting service categories.

Under the previous Agreement 3801, which expired on June 25, 2022, Michael Baker International, Inc., (MBI) has been providing staff support on the following development projects: Central El Dorado Hills Specific Plan, Lime Rock Valley Specific Plan, Village of Marble Valley Specific Plan, Creekside Plaza, and Creekside Mixed Use Development. Due to various delays and changes to the scope of work for each, these projects are not yet completed and additional work from MBI has been determined necessary. Additionally, there continues to be a need for supplemental staff assistance with current planning activities, including environmental review, community outreach, meeting facilitation, application processing and other land use entitlement services as new development proposals are processed by the County, which are services included in the proposed Agreement with MBI.

At the present time, Planning Division staff resources are fully engaged in other high priority projects through Fiscal Year 22-23. Therefore, the Department has the need to utilize consulting services with technical expertise in completing these as-needed land use planning and environmental review services. Because of the extensive work MBI has already completed for the aforementioned projects, staff plans to re-engage MBI once the contract is fully executed. MBI has not performed work on these projects since the contract expired. Chapter 3.13 of the El Dorado County Code of Ordinances, Contracting Out, includes Section 3.13.030, Criteria, which establishes those instances where contracts may be awarded and work can be performed by independent contractors. It is recommended that the Board find that the work under the proposed Agreement requires specialty skills and qualifications not expressly identified in County classifications (Criteria 3.13.030 (B)).

## **ALTERNATIVES**

The Board may choose not to approve the proposed Agreement. This would result in delays in completing other tasks and projects that staff are currently fully engaged on as those staff would have to absorb the additional work needed as new development projects are processed by the Department.

## **PRIOR BOARD ACTION:**

N/A

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel and Risk Management have approved the proposed Agreement.

## **CAO RECOMMENDATION**

Approve as recommended.

## **FINANCIAL IMPACT**

There is no change to Net County Cost associated with this item. Funding for these services has been included in the Fiscal Year 2022-23 Budget. Funding for these services beyond Fiscal Year 2022-23 will be included in subsequent years' budgets accordingly.

#### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) The Clerk of the Board will obtain the Chair's signature on two (2) original copies of the Agreement; and
- 2) The Clerk of the Board will forward one (1) fully-executed original Agreement to the Chief Administration Office, Procurement and Contracts Division, for further processing.

#### **STRATEGIC PLAN COMPONENT**

Good Governance: Evaluate requests and recommendations based on complete assessment of the best available information, with the goal of reaching well informed decisions.

#### **CONTACT**

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Planning and Building Department