



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 12/8/2020

To: Board of Supervisors

Department or Agency Name(s): Permit Sonoma

Staff Name and Phone Number: Deborah Waller (707) 565-1713

Vote Requirement: Majority

Supervisorial District(s): First

Title:

No-Cost Contract Extension for Sonoma Ecology Center's EPA Funded Wetland Development Grant - Refining Riparian Corridor Mapping to Improve Regulatory Protection

Recommended Action:

Authorize the Director of Permit Sonoma to extend by one year an existing contract agreement with Sonoma Ecology Center (SEC) for the Refining Riparian Corridor Mapping to Improve Regulatory Protection (Riparian Corridor Mapping) Project (or Project). The Riparian Corridor Mapping Project is funded by an Environmental Protection Agency (EPA) Wetland Development Grant. Under the existing contract, SEC is responsible for developing and refining the Geographic Information System (GIS) methods for modeling top-of-bank channel. SEC is also responsible for the spatial analysis and development of the GIS Riparian Mapping Model and producing the updated and improved riparian buffer GIS layers for Permit Sonoma.

The existing SEC Riparian Corridor Mapping Project contract, entered into with Permit Sonoma on December 28, 2017, is for a total amount not-to-exceed \$91,601 and has a term ending on December 17, 2020. However, multiple natural disasters between 2017 and 2019, and then the Covid-19 Pandemic have delayed Project completion. Board of Supervisor's approval for an approximately one-year SEC contract extension through December 31, 2021 would coincide with existing EPA Grant deadline of December 31, 2021 for all sub-contract work to be completed. (First)

Executive Summary:

Authorize the Director of Permit Sonoma to extend by one year an existing contract agreement with Sonoma Ecology Center (SEC) for the Refining Riparian Corridor Mapping to Improve Regulatory Protection (Riparian Corridor Mapping) Project (or Project) which will allow staff to have more accurate riparian mapping for review of plans and projects included in permit applications. The Riparian Corridor Mapping Project is funded by an Environmental Protection Agency (EPA) Wetland Development Grant. Under the existing contract, SEC is responsible for developing and refining the Geographic Information System (GIS) methods for modeling top-of-bank channel. SEC is also responsible for the spatial analysis and development of the GIS Riparian Mapping Model and producing the updated and improved riparian buffer GIS layers for Permit Sonoma.

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through December 31, 2021 would coincide with existing EPA Grant deadline of December 31, 2021 for all sub-contract work to be completed. The Grantor, U.S. EPA, recently extended the grant deadline to December 31, 2021 due to the delays from the multiple disasters in Sonoma County that have diverted Permit Sonoma and Sonoma Ecology Center. This no-cost contract extension aligns and extends the existing Sonoma Ecology Center contract with the current grant deadline.

Discussion:

Though the Riparian Corridor Mapping Project was approved in late 2017, Project progress was affected by the 2017 Sonoma Complex Fire emergency and response, diverting attention and priorities of both SEC staff and Sonoma County personnel, including Permit Sonoma staff. In response to the delays created by the 2017 Complex Fire, Permit Sonoma requested and EPA granted a no-cost extension for the Project, extending the grant timeline through December 31, 2020.

Revisions to the Riparian Corridor Mapping Project approach were approved by EPA during the summer of 2019 with a Revised Project Work Plan submitted to EPA on November 22, 2019. A corresponding revised SEC scope of work (First Amendment to the Professional Services Agreement) was approved by the County on February 27, 2020, immediately prior to the beginning of the Covid-19 Pandemic.

In March 2020, Covid-19 mitigation responses began, including the County's first Covid-19 Shelter-in-Place Health Orders issued on March 17, 2020. The shelter-in-place orders immediately affected progress on all work products, as adjustments were made for Permit Sonoma and SEC staff to work remotely. Telework particularly affected GIS related work products due to the specific computer equipment and faster internet speeds required for this type of work.

After encouragement from EPA staff to consider applying for a second grant time-line extension due to the Covid-19 Pandemic, Permit Sonoma applied for a no-cost time-line extension on June 9, 2020. EPA quickly granted the request on June 26, 2020, and extended the grant timeline to December 31, 2021.

SEC's existing contract for Riparian Corridor Mapping Project ends on December 17, 2020. This request is to authorize the Director of Permit Sonoma to extend the existing contract agreement with SEC for approximately one year to match the EPA no-cost extended grant timeline of December 31, 2020. If approved, the only change to the existing SEC contract would be extending the contract end date by approximately one year. No other contract changes are requested and the work is expected to be completely finished no later than December 31, 2021.

Prior Board Actions:

None, the existing SEC contract did not require Board Action as it was for \$91,600 (an amount less than that required for Board approval).

FISCAL SUMMARY

Narrative Explanation of Fiscal Impacts:

The existing SEC agreement is currently funded through an EPA Wetland Development Grant awarded in 2017. The contract timeline extension does not include any changes to the existing SEC contract's scope of work or budget.

Agenda Date: 12/8/2020

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Att 1: Professional Service Agreement - Amendment 2

Att 2: Consultant Insurance Certificates

Related Items "On File" with the Clerk of the Board:

None