



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 9/24/2019

To: Board of Commissioners

Department or Agency Name(s): Sonoma County Community Development Commission

Staff Name and Phone Number: Benjamin Wickham, 565-7542

Vote Requirement: Majority

Supervisory District(s): 5th

Title:

Amendment to Contract with Stantec Consulting Services for work related to the United States Environmental Protection Agency (EPA) Brownfields Grant Award

Recommended Action:

Authorize the Executive Director of the Sonoma County Community Development Commission (Commission) or designee to execute a third amendment increasing the contract with Stantec Consulting for environmental services by \$40,000 for an amount not to exceed \$359,000; and extending the term from December 31, 2019 to December 31, 2020.

(Fifth District)

Executive Summary:

Approval of this item will increase the contract's not to exceed amount from \$319,000 to \$359,000, which still fits within the total grant awarded to the Commission and approved by the Board of Commissioners on August 30, 2016. This amendment will also lengthen the term of the contract by one year, and reflect Commission and EPA approved modifications to the Scope of Work. The EPA, the Commission, and the Consultant agreed that the best use of remaining grant funds is to complete Phase II environmental reports, and to adjust the scope of work accordingly. Those reports will identify and potentially relieve significant obstacles faced by prospective developers. To complete the Phase II reports, the EPA granted the Commission a one-year grant extension and left the total award of \$392,000 unchanged.

Discussion:

The presence of environmental contamination on many private and public properties in Roseland has been a critical barrier to attracting investors and developers to the underserved Roseland community. Roseland is disproportionately affected by the presence of environmental contaminants resulting in negative impacts on the neighborhood's business community, residents, and potential neighborhood investment. Redevelopment has long been a focus of the County and the City of Santa Rosa and conforms to the Sebastopol Road Urban Vision Plan (UVP).

To help address the environmental contamination, the Commission applied for and was awarded a grant from the United States Environmental Protection Agency for \$392,000. An RFP for consulting services was issued and resulted in an agreement with Stantec Consulting, which was approved by the Board of Commissioners on February 21, 2017. As described in the Scope of Work, Stantec Consulting began engaging the community and

other stakeholders to help identify sites eligible for clean-up. That outreach resulted in the selection of several abandoned and vacant properties. Working with the Commission, EPA, and the abandoned and vacant property owners, and as further described in the Scope of Work, Stantec completed Phase I environmental reporting. The Commission and consultant continued engaging the community as well as potential investors interested in developing multi-unit housing. Based on that input, the EPA, the Commission, and the Consultant agreed that the best use of remaining grant funds is to complete Phase II environmental reports, and to adjust the scope of work accordingly. Those reports will identify and potentially relieve significant obstacles faced by developers. To complete the Phase II reports, the EPA granted the Commission a one-year grant extension and left the total award of \$392,000 unchanged. Subsequently, the Commission is requesting that the Board of Commissioners approve the extension of the Consultant's existing contract for one-year and increase the not to exceed by \$40,000 total to accommodate these adjustments to the Scope of Work.

Prior Board Actions:

- **August 30, 2016** the Board of Commissioners approved the Commission's receipt of a United States Environmental Protection Agency (EPA) Brownfields Grant for \$392,000
- **February 21, 2017** CDC released an RFP on September 19, 2016 for environmental consulting work; Board of Commissioners approved the resulting contract with Stantec Consulting

FISCAL SUMMARY

Expenditures	FY 19-20 Adopted	FY20-21 Projected	FY 21-22 Projected
Budgeted Expenses	\$163,000	\$20,000	
Additional Appropriation Requested			
Total Expenditures	\$163,000	\$20,000	
Funding Sources			
General Fund/WA GF			
State/Federal	\$163,000	\$20,000	
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources	\$163,000	\$20,000	

Narrative Explanation of Fiscal Impacts:

The majority of remaining project expenditures are expected to occur in the current budget year, with the final \$20,000 expended in the coming budget year as the project wraps up. All remaining expenditures for this project will be covered by federal funds in the form of the EPA Brownfields grant.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

No Impact

Attachments:

1. Amendment 3 to Professional Services Agreement with Stantec Consulting
2. Award letter and notification of extension from the United States Environmental Protection Agency

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

None