



## SUMMARY REPORT

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**Agenda Date:** 1/5/2021

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**To:** Sonoma County Board of Supervisors  
**Department or Agency Name(s):** Agriculture/Weights & Measures  
**Staff Name and Phone Number:** Andrew Smith, 565-2371  
**Vote Requirement:** 4/5th  
**Supervisory District(s):** Countywide

**Title:**

Professional Services Agreement for Engineering and Geologic Review of VESCO Projects

**Recommended Action:**

Authorize the Agricultural Commissioner/Sealer of Weights and Measures (Department) to execute a professional services agreement with EBA Engineering (Consultant) for engineering and geologic review of VESCO projects for the period of December 15, 2020 through December 14, 2023.

**Executive Summary:**

In August 2020, the Department conducted a request for proposals (RFP) for Engineering and Geologic Review of Vineyard and Orchard Site Development Ordinance (VESCO) Plans. The RFP was open for the period of August 3, 2020 through September 14, 2020. Following a review of the Consultant's proposal, interviews, and reference checks, it has been determined that it would be in the County's best interest to enter into a three-year contract for the Consultant to verify the engineering and geologic components of vineyard and orchard site development plans and to verify that such plans comply with Chapter 36 of the Sonoma County Code and Best Management Practices.

**Discussion:**

On August 3, 2020, the Department released a request for proposals (RFP) for Engineering and Geologic Review of Vineyard and Orchard Site Development Ordinance (VESCO) Plans. The RFP was open for the period of August 3, 2020 through September 14, 2020. Notification of the RFP was sent to 46 local and regional engineering firms. One proposal was received as a result of the RFP from EBA Engineering (Consultant), a California corporation located in Santa Rosa, California.

Following a review of the Consultant's proposal, interviews, and reference checks, it has been determined that it would be in the County's best interest to enter into a three-year contract for the Consultant to verify the engineering and geologic components of vineyard and orchard site development plans and to verify that such plans comply with Chapter 36 of the Sonoma County Code and Best Management Practices.

**Prior Board Actions:**

3/10/2020 - Draft RFP for engineering and geologic review of VESCO projects (Informational)

**FISCAL SUMMARY**

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<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses	\$150,000	\$150,000	\$150,000
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other	\$150,000	\$150,000	\$150,000
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$150,000</b>

**Narrative Explanation of Fiscal Impacts:**

It is anticipated that the overall cost for the Consultant's services should not exceed \$150,000 per fiscal year. These costs will be paid by the applicants submitting VESCO projects as a pass-through fee.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>
N/A			

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Professional Services Agreement

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

N/A