



Agenda Date: 10/2/2007
Agenda Placement: 6E

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Hillary Gitelman - Director
Conservation, Development & Planning
REPORT BY: R. Patrick Lowe Jr., Deputy Planning Director , 259-5937
SUBJECT: Amendment of Contract/Scope of Work with Pacific Municipal Consultants for the Napa County General Plan Update and EIR

RECOMMENDATION

Director of Conservation, Development and Planning requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 6508 with Pacific Municipal Consultants revising the Scope of Work to provide additional services in support of the General Plan Update and EIR with no change to the contract maximum or other terms.

EXECUTIVE SUMMARY

The Napa County General Plan Update and EIR is a multi-year effort by the County that is being supplemented by a consultant services contract with Pacific Municipal Consultants(PMC). The original contract was approved by the Board on August 23, 2005 for a maximum of \$1,514,699. Due to the magnitude of public comments received on the draft General Plan and EIR and the need for additional meetings and public outreach, a revision to the original scope of work and budget is needed at this time. However, the additional services, in the amount of \$170,695, will not exceed the original budget authorized by the Board of Supervisors as optional tasks in the amount of \$170,695 have been eliminated to offset the additional cost.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	These funds were previously budgeted with the original contract approval by the Board on August 23, 2005.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: Under state law, all jurisdictions must maintain an up-to-date General Plan. This contract amendment provides for the continuation of the consultant services contract with PMC in support of the Napa County General Plan Update and EIR.

Is the general fund affected? Yes

Future fiscal impact: Costs associated with all General Plan related consultant services are estimated at \$600-750,000 per year for the duration of the planning process. However, the majority of this work is anticipated to be completed within the current fiscal year.

Consequences if not approved: Completion and adoption of the General Plan and EIR would likely be delayed.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: General Rule- It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable.[See Guidelines for the Implementation of the California Environmental Quality Act, 14CCR 15061(b)(3)].

BACKGROUND AND DISCUSSION

The Napa County General Plan Update and associated program-level Environmental Impact Report (EIR) is a multi-year effort being undertaken by the County with support from Pacific Municipal Consultants(PMC). With the release of the Draft General Plan Update and Draft EIR for public comment earlier this year, a significant milestone was achieved by the County, principally due to efforts of the Napa County General Plan Update Steering Committee and PMC. The release of these documents began a formal public comment period during which the community provided feedback in writing and at public hearings held throughout the County. Due to the magnitude of public comments received on the Draft General Plan Update and Draft EIR and the need for additional meetings and public outreach, a revision to the original scope of work and budget is required at this time. However, the additional services, in the amount of \$170,695, will not exceed the original budget authorized by the Board of Supervisors as previously budgeted funds are to be reallocated between some tasks and optional tasks in the amount of \$170,695 have been eliminated to offset the additional cost.

The additional services that would be funded by this reallocation within the approved budget would relate to (a) preparation of Responses to Comments; (b) preparation of a revised General Plan document; (c) attendance at additional Steering Committee, Planning Commission, and Board meetings; (d) Final EIR printing costs; and (e) outreach to the Hispanic community. Printing costs associated with the final plan that is adopted by the Board of Supervisors will be a separate expenditure, as will any planning or legal costs not anticipated in the scope of the original contract or the current revision.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi