



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/23/2010

Agenda Placement: 7G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Hillary Gitelman - Director
Conservation, Development & Planning

REPORT BY: Hillary Gitelman, Director - 253-4805

SUBJECT: Approval of and authorization for the Chair to sign an agreement with ICF Consulting Services, LLC for preparation and adoption of a Climate Action Plan

RECOMMENDATION

Directors of Conservation, Development and Planning and Environmental Management request approval of and authorization for the Chair to sign an agreement with ICF Consulting Services, LLC (ICF) for a maximum of \$89,290 for the term March 23, 2010 through December 30, 2010, to assist with preparation and adoption of a Climate Action Plan for the unincorporated county.

(CONTINUED FROM MARCH 16, 2010)

EXECUTIVE SUMMARY

In accordance with General Plan Action Item CON CPSP-2, and in order to support the California Environmental Quality Act (CEQA) review of upcoming development projects, the County is required to adopt a Green House Gas (GHG) emission reduction plan or Climate Action Plan (CAP). Whereas NCTPA has previously produced a very broad climate strategy document (presented to the Board on March 16, 2010), the County needs to prepare and adopt a CAP specifically for the unincorporated area. After a request for proposal and subsequent interview process ICF was chosen as the most qualified firm to support the County in this effort. This agreement will allow the County to retain ICF, an environmental consulting firm, for purposes of assisting the County in preparing the CAP.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No

What is the revenue source?	The Planning Department's Budget Unit 29200 includes expenses to implement the General Plan. Compliance with AB 32 and reduction of Green House Gases is required by the General Plan. The expense of this contract is within the already budgeted amount.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This contract is necessary to support implementation of the General Plan, and is needed to support CEQA documentation for future development projects.
Is the general fund affected?	Yes
Future fiscal impact:	Portions (about half) of this contract are expected to be completed in the 2010-2011 fiscal year. These expenses will be included in the Department's budget request for the coming fiscal year.
Consequences if not approved:	The County will not be able to complete the required Climate Action Plan in a timely manner due to the unavailability of County staff and lack of complex computer modeling capabilities required to complete the plan.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

In accordance with General Plan Action Item CON CPSP-2, and in order to support California Environmental Quality Act (CEQA) review of upcoming development projects, the County is required to adopt a GHG emission reduction plan or "Climate Action Plan" (CAP). Whereas NCTPA has previously produced a very broad climate strategy document (presented to the Board on March 16, 2010), and County Public Works has prepared an emission reduction plan for County operations (also presented on March 16, 2010), this effort would involve preparation and adoption of a community-wide CAP specific to the unincorporated area.

The County issued a request for proposal (RFP) to conduct this work. Nine proposals were received (no local firms submitted) and four firms were interviewed. ICF was chosen as the most qualified firm due to previous experience developing CAPs for other jurisdictions and its work for the Bay Area Air Quality Management District developing the CEQA thresholds the District intends to adopt in April. This agreement will allow the County to retain ICF to move our CAP forward in a timely (4-6 month schedule) manner.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi