**CED 1361**

**CONTRACT BOARD AGENDA ITEM**

**TO:** BOARD OF SUPERVISORS  
THROUGH: JAMES L. BROWN, COUNTY EXECUTIVE OFFICER

**FROM:** MARK J. HENDRICKSON, COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR

**VENDOR OR CONTRACTOR**: ENVIRONMENTAL PLANNING PARTNERS INC., CONSULTANT

**PRODUCT OR SERVICE**: ENVIRONMENTAL REVIEW

<table>
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<tr>
<th>TYPE</th>
<th>AGREEMENT</th>
<th>ACTION</th>
<th>No.</th>
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<td>RFQ</td>
<td>Date of last Competitive Process</td>
<td>11/12/2020</td>
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<td>Original Contract Date</td>
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<td>Date of last Board Action</td>
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**SCOPE OF SERVICES/SUMMARY**

This contract is for the preparation of an Initial Study, EIR and Technical Analyses for Conditional Use Permit No. CUP21-001, also known as the Melo Dairy Biogas Expansion Project. CUP21-001 is a request to expand the herd at an existing permitted dairy (from 4,070 animals to 9,128 animals) and to construct new facilities (including: a 126,500 square foot free stall barn, a 12,500 square foot addition to an existing free stall barn, and a 72,000 square foot calf hutch area). The project also includes the installation of a new, lined, covered, lagoon digester system and related components. The dairy facility is located on the west side of S. Quinley Avenue, approximately 1,359 feet south of the intersection of Quinley Avenue and Dickenson Ferry Road, identified as Assessor’s Parcel Number (APN) 065-020-031. The property is designated Agricultural land use in the General Plan and is zoned A-1 (General Agricultural).

This contract for the consultant has a separate, parallel contract with the applicant as CED 1362. The applicant contract is a separate BAI to be approved by the Board.

Approval of this item would retain Environmental Planning Partners, Inc. to provide consulting services for the preparation of the EIR: Tasks 1 through 8, Optional Task 9, and an Optional 10% Contingency. The estimated total of Consultant costs is $116,109.00

Environmental Planning Partners, Inc. is on the County’s list of approved environmental consultants, updated February, 2021.

**REQUIRED REVIEW:**

- Auditor-Controller
- CEO
- Counsel
- Risk
- Admin Services

**Department Contact/Phone:**

Steve Maxey, Deputy Director: 385-7654 x 4425

**REQUEST/RECOMMENDATION/ACTION NEEDED:**

Approve and authorize the chairperson to sign the contract in the amount of $116,109.00 with Environmental Planning Partners, Inc., to prepare an Initial Study, EIR and Technical Analysis for the Melo Dairy Biogas Expansion Project (CUP21-001) for the term beginning July 13, 2021 and ending July 13, 2026.

*For Board Staff Only*

*Target Board Date: 7/13/2021*
Budget Unit: 28500  
Account Number: 21810  
Contract Period Beginning: 7/13/2021  
Ending: 7/13/2026  
Total Contract Amount: $116,109.00  
Prior Contract Amount: N/A  
Difference: N/A  
Budgeted Amount: N/A  
Months: 60  
Actual Expenditures: N/A  
Budget Transfer Attached: No  

Funding Source: All the costs of this agreement will be paid by Melo Dairy Biogas LLC, the applicant. Project expenditures will occur as follows:
FY 2021/2022 - $116,109.00

Staffing Impact: Existing staff will be processing the application and related environmental review.