

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

November 19, 2024

FROM

MARK WARDLAW, Director, Land Use Services Department

SUBJECT

Agreements for On-Call Planning Services

RECOMMENDATION(S)

Approve agreements to provide on-call contract services related to planning, environmental analysis, and mining compliance services, with the following vendors, in an aggregate amount not to exceed \$6,000,000, for the period November 19, 2024, through November 18, 2027, with two one-year options to extend:

1. 4LEAF, Inc. **Contract No. 24-1103**
 2. Albert A. Webb Associates **Contract No. 24-1104**
 3. Benchmark Land Use Group, Inc. dba Benchmark Resources **Contract No. 24-1105**
 4. Chambers Group, Inc. **Contract No. 24-1106**
 5. CSG Consultants, Inc. **Contract No. 24-1107**
 6. ECORP Consulting, Inc. **Contract No. 24-1108**
 7. FCS International, Inc. dba First Carbon Solutions **Contract No. 24-1109**
 8. Freedom Support Services, Inc. **Contract No. 24-1110**
 9. GeoLogic Associates, Inc. **Contract No. 24-1111**
 10. Harris & Associates, Inc. **Contract No. 24-1112**
 11. ICF Jones & Stokes, Inc. **Contract No. 24-1113**
 12. Jennings Environmental, LLC. **Contract No. 24-1114**
 13. Kimley-Horn and Associates, Inc. **Contract No. 24-1115**
 14. Lilburn Corporation **Contract No. 24-1116**
 15. LSA Associates, Inc. **Contract No. 24-1117**
 16. Michael Baker International, Inc. **Contract No. 24-1118**
 17. Moore Iacofano Goltsman, Inc. **Contract No. 24-1119**
 18. PlaceWorks, Inc. **Contract No. 24-1120**
 19. Romo Planning Group, Inc. **Contract No. 24-1121**
 20. Ruth Villalobos & Associates, Inc. **Contract No. 24-1122**
 21. SWCA Environmental Consultants **Contract No. 24-1123**
 22. Tom Dodson & Associates **Contract No. 24-1124**
- (Presenter: Mark Wardlaw, Director, 387-4431)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

Ensure Development of a Well-Planned, Balanced, and Sustainable County.

FINANCIAL IMPACT

Agreements for On-Call Planning Services

November 19, 2024

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The estimated cost for these on-call contract services, over a three-year period, is an aggregate amount not to exceed \$6,000,000. The majority of the cost for these services will be recovered through fees and project billing. On rare occasions, the on-call contract services may be utilized for work not funded by application fees. Work not funded by fees would only be done if there is available funding for such services within the Planning budget limits. Sufficient appropriation and revenue to fund these contracts has been included in the Land Use Services Department Planning (LUS) 2024-25 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

LUS is the designated planning agency for the unincorporated areas of San Bernardino County (County). LUS is responsible for guiding the urban and rural development in the unincorporated areas of the County through the administration of policies and codes adopted by the Board of Supervisors (Board) and in compliance with various state laws. In order to respond quickly to fluctuations in workload and to meet applicant needs for specialized environmental analysis and mining services, LUS uses a prequalified on-call consultant list to provide the following planning services:

- General planning services to process land use and development applications as an extension of County staff.
- Environmental analysis services to prepare environmental documents pursuant to the California Environmental Quality Act and National Environmental Policy Act.
- Surface Mining and Reclamation Act of 1975 (SMARA) compliance services to assist LUS with the implementation of lead agency responsibilities including, but not limited to, inspections, reviews of reclamation plans, plans of operations, financial assurance cost estimates, and communications on behalf of the County with mine operators and the Office of Mine Reclamation.

PROCUREMENT

On July 31, 2024, Request for Proposals (RFP) No. LUSD24-LUS-5537 was released through the County's Electronic Procurement System (ePro) for On-Call Planning Services to include general planning services, environmental analysis, and SMARA compliance services. On August 23, 2024, LUS received proposals from the following 22 vendors:

Proposer Name	Location
4LEAF, Inc.	San Bernardino, CA
Albert A. Webb Associates	Riverside, CA
Benchmark Land Use Group, Inc. dba Benchmark Resources	Folsom, CA
Chambers Group, Inc.	Costa Mesa, CA
CSG Consultants, Inc.	Orange, CA
ECORP Consulting, Inc.	Redlands, CA
FCS International, Inc. dba First Carbon Solutions	San Bernardino, CA
Freedom Support Services, Inc.	Yucaipa, CA
GeoLogic Associates, Inc.	Ontario, CA
Harris & Associates, Inc.	Irvine, CA
ICF Jones & Stokes, Inc.	San Diego, CA
Jennings Environmental, LLC	Yucaipa, CA
Kimley-Horn and Associates, Inc.	Riverside, CA
Lilburn Corporation	San Bernardino, CA

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Proposer Name	Location
LSA Associates, Inc.	Riverside, CA
Michael Baker International, Inc.	Ontario, CA
Moore Iacofano Goltsman, Inc.	Riverside, CA
PlaceWorks, Inc.	Santa Ana, CA
Romo Planning Group, Inc.	Rancho Cucamonga, CA
Ruth Villalobos & Associates, Inc.	Ontario, CA
SWCA Environmental Consultants	Pasadena, CA
Tom Dodson & Associates	San Bernardino, CA

A three-member committee of subject matter experts from LUS evaluated 22 proposals for qualifications and experience, demonstrated competence of the proposal, technical review, and references. Based on this evaluation, LUS has determined that all 22 proposals met the RFP requirements and are qualified to provide the needed services. On November 8, 2024, Notice of Intent to Award letters were sent to all selected vendors. No protests were received during the 10-day appeal/protest period.

The Purchasing Department supports this competitive procurement based on the formal solicitation described above.

LUS recommends the Board award agreements to the vendors listed in the Recommendation section. LUS will utilize vendors based on expertise, availability, and specific project needs to provide the required services in order to ensure the County maintains a sufficient number of qualified vendors to meet the needs of county residents in cases of high workload and emergency response.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Maria Insixiengmay, Deputy County Counsel, 387-4621) on November 1, 2024; Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on October 29, 2024; Finance (Penelope Chang, Administrative Analyst, 387-4886) on October 30, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on November 1, 2024.

**Agreements for On-Call Planning Services
November 19, 2024**

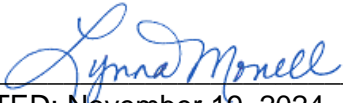
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: November 19, 2024



cc: Land Use - Bakunawa w/agree
 Contractor - c/o Land Use w/agree
 File - w/agree

MBA 11/25/2024