



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: September 7, 2021

Subject: APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with HELIX Environmental Planning, Inc.

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract amendment with HELIX Environmental Planning, Inc., effective September 14, 2021, to extend the Contract termination date from September 14, 2021 through September 14, 2023 for on-call environmental services, with no change to the payment limit of \$350,000, Countywide.

**FISCAL IMPACT:**

There is no fiscal impact as this action is only to extend the contract. Work performed under this on-call is funded by (45%) Local Road and Transportation Funds, (45%) Flood Control Funds, (6%) Capitol Project Funds, and (4%) Airport Enterprise Funds.

**BACKGROUND:**

Contra Costa County Public Works Department builds and maintains road infrastructure in unincorporated Contra Costa County, flood control infrastructure within formed drainage areas throughout the County, implements capital projects, and operates two airports (in

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **09/07/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 7, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Alex Nattkemper  
(925) 313-2364

Concord and Byron). Typical projects include new construction, maintenance and improvements of existing public infrastructure facilities, including but not limited to roadways, airports, bridges, flood control basins and drainages.

As a public agency, projects must comply with a number of federal, state, and local environmental regulations, including but not limited to Federal Highway Administration/California Department of Transportation Requirements, National Environmental Policy Act, National Historical Preservation Act, California Environmental Quality Act, federal Clean Water, federal and state Endangered Species Acts, Porter-Cologne Water Quality Act, East Contra Costa County Habitat Conservation/Natural Community Conservation Plan, as well as with other responsible agency protocols, guidelines, and regulations.

The Department has the need for “On-Call Environmental Services” to assist with environmental compliance in support of various Projects. “On-Call Environmental Services” includes but is not limited to, assessment of potential project impacts, documentation of the findings and recommended measures to avoid, minimize, and mitigate potential impacts, and construction monitoring to ensure compliance with applicable environmental regulations and agency permit conditions.

The Environmental Services Division needs to re-consider the structure of our on-call contracts for a number of reasons. This extension will allow time to re-consider the Environmental Services Division's on-call structure without disruption of service. The amendment will extend the contract to the maximum time limit of five years total.

BACKGROUND: (CONT'D)

This contract includes services provided by represented classifications and the County has met its obligations with the respective labor partner(s).

CONSEQUENCE OF NEGATIVE ACTION:

Without Board approval, environmental compliance may not be completed in a timely manner and necessary environmental clearances may not be obtained, which may jeopardize funding and delay design and construction of various flood control, road, capital projects, airport projects, and necessary maintenance actions.