



Lou Ann Teixeira
Executive Officer

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September 13, 2023 (Agenda)

**September 13, 2023
Agenda Item 7**

Contra Costa Local Agency Formation Commission
40 Muir Road
Martinez, CA 94553

Contract Extension - Environmental Planning Services – SWALE, Inc.

Dear Commissioners:

In September 2020, Contra Costa LAFCO entered into a contract with SWALE, Inc., with Baracco Associates as subcontractor, for “as-needed” environmental planning services. The contract was amended on August 10, 2022. Under the contract, Kateri Harrison (SWALE, Inc.), land-use planner, ecologist, and natural resource manager, and Bruce Baracco (Baracco and Associates), Principal Planner, provide support to Contra Costa LAFCO as follows:

- Review and provide comments on LAFCO applications and projects
- Review and provide comments on environmental documents prepared by outside agencies
- Assist with preparing environmental documents for LAFCO projects
- Assist with development of new, and review existing, LAFCO policies and procedures
- Attend LAFCO hearings, meetings with applicants, and other meetings as needed

The team is familiar with projects and issues in Contra Costa County, has extensive experience working with LAFCOs and local agencies, and has considerable environmental experience. LAFCO requires additional environmental planning services and support. Given the firm’s exemplary work and familiarity with Contra Costa LAFCO issues, staff recommends an extension of the current contract, as provided for in the FY 2023-24 budget.

RECOMMENDATION: Authorize LAFCO staff to execute a contract extension with SWALE, Inc., with Baracco Associates as subcontractor, to extend the term of the contract through November 30, 2023.

Sincerely,

Lou Ann Teixeira
Executive Officer

c: SWALE, Inc.
Baracco and Associates

PO Number: _____

AGREEMENT AMENDMENT

The consulting services agreement dated September 1, 2020, and amended August 10, 2022 (Agreement) by and between the Contra Costa Local Agency Formation Commission (LAFCO) and SWALE, Inc. (Contractor) is amended as follows:

- 1. The contract term is from September 1, 2020 through **November 30, 2023**.

All other terms and conditions of the Agreement remain in effect.

IN WITNESS WHEREOF, the parties have executed this amendment as of September 13, 2023.

CONTRA COSTA LAFCO

CONTRACTOR
SWALE, Inc. (Environmental Planning Services)

By: _____
LAFCO Executive Officer

By: _____

Taxpayer ID#: _____

APPROVED AS TO FORM

LAFCO Legal Counsel

I hereby certify under penalty of perjury that the Executive Officer of the Contra Costa LAFCO was duly authorized to execute this document on behalf of the Contra Costa LAFCO by a majority vote of the Commission on September 13, 2023.

Date: _____

ATTEST:

Contra Costa LAFCO Clerk