



# COUNTY of VENTURA

## Agriculture/Weights & Measures

Agricultural Commissioner/Sealer  
Edmund E. Williams  
Chief Deputy  
Korinne M. Bell

March 28, 2023

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California

**SUBJECT:** Ratification of an Amendment to the Contract with Cultivate LLC for Sustainable Agricultural Land Conservation Strategy Development Increasing the Maximum Fee for Work, and Decreasing the Maximum Reimbursement for Expenses, by \$2,450.

### **RECOMMENDATION**

It is recommended that your Board:

Ratify the Contract Amendment, attached hereto as "Exhibit 1", amending the Contract with Cultivate LLC for Sustainable Agricultural Land Conservation Strategy Development (Exhibit 2) by increasing the maximum fee for work, and decreasing the maximum reimbursement for expenses, by \$2,450.

### **FISCAL MANDATES/IMPACTS**

There are no financial mandates/impacts associated with this request.

### **REASON FOR RATIFICATION**

The Contract Amendment does not increase the overall cost of the Contract previously approved by your Board. It was executed to avoid potential delay in completing the Contract.

### **DISCUSSION**

In March 2021, the County was awarded a grant by the California Department of Conservation under the Sustainable Agricultural Lands Conservation ("SALC") Program, which included up to \$250,000 in funding for a contract with a consultant to perform public outreach, an economic analysis and risk assessment of Ventura County agriculture, and develop programs, policies, and strategies to conserve agricultural lands in Ventura County. On December 14, 2021, your Board approved a contract with Cultivate LLC for that work. (Exhibit 2.)

The Contract provides for an hourly rate compensation for work, up to a maximum of \$242,503, and reimbursement for certain expenses, up to a maximum of \$7,450.

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Cultivate LLC's hourly compensation would exceed the cap on fees, but Cultivate LLC will not use \$2,450 allocated under the Contract for reimbursement of travel and printing expenses. The Contract Amendment reallocates that unused money to increase the maximum fee to \$244,953. I am respectfully requesting that your Board ratify the Contract Amendment, which I recently executed.

This Board letter has been reviewed by the County Executive Office, Auditor-Controller's Office, and County Counsel. If you have any questions regarding this item, please contact me at (805) 388-4343, extension 2.

Sincerely,



Edmund E. Williams  
Agricultural Commissioner

Exhibit 1 – Contract Amendment  
Exhibit 2 – County/Cultivate LLC Contract