




**EAST BAY REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA STAFF REPORT**

DATE	September 3, 2024
TITLE	Authorization to Execute Nine (9) Three-Year Contracts for On-Call Conservation Land Management and Monitoring Services: District-wide
DIVISION	Acquisition, Stewardship, and Development
FROM	Brian Holt, Chief of Planning, Trails & GIS Ken Wysocki, Assistant General Manager of Acquisition, Stewardship & Development
APPROVED	Sabrina Landreth, General Manager 

RECOMMENDATION

The General Manager recommends that the East Bay Regional Park District (Park District) Board of Directors authorize the execution of three-year contracts for a variety of conservation land management and monitoring services, with an option to renew at the Park District's sole discretion for an additional three years, to the following nine firms and contract value:

- a) Conlin Fence Company for \$120,000 annually;
- b) ESA for \$100,000 annually;
- c) Go Native for \$100,000 annually;
- d) Nomad for \$125,000 annually;
- e) RECON for \$200,000 annually;
- f) Sequoia for \$100,000 annually;
- g) Swaim Biological, Inc. for \$100,000 annually;
- h) Vollmar for \$150,000 annually; and
- i) WRA for \$100,000 annually.

The combined annual contract value is \$1,095,000.

BACKGROUND

The Park District is obligated to conduct a variety of land management and monitoring services to protect conservation values on properties subject to legal restrictions, such as conservation easements, deed restrictions, long-term management plans, conditions of approval, and permit conditions. Some of these conservation instruments are established to meet resource agency mitigation requirements for impacts to sensitive species and habitats caused by external development projects. The Park District may also establish conservation instruments to mitigate impacts to sensitive species and habitats resulting from its own projects. The Park District has accepted approximately 22,000 acres of land serving as mitigation for development impacts in exchange for recordation of a conservation easement or deed restriction, including properties acquired through the East Contra Costa County Habitat Conservation Plan / Natural Community Conservation Plan (HCP/NCCP). Resource agencies and/or conservation easement grantees provide external oversight of the Park District's management of these properties. Other forms of habitat protection that obligate the Park District to manage sensitive resources include California Environmental Quality

Act (CEQA) conditions of approval, resource agency permit conditions, and grant funding obligations.

The Park District manages 16 properties (approximately 3,000 acres) that have dedicated funding for long-term management and maintenance associated with conservation instruments, including funding from 14 endowments, one zone of benefit, and one community facilities district. Additional funding is allocated from the Park District's operating budget, including revenue from lease-generating facilities (wind turbines, communication towers, and residences) into Fund 259 for management of HCP/NCCP properties (approximately 15,000 acres). For the 14 endowments, the Park District utilizes interest earned from the developer-funded principal to pay for long-term monitoring and management expenses. Funding through a zone of benefit or community facilities district is provided to the Park District annually. Spending from endowment accounts, and a portion of spending from zone of benefit or community facilities district, is restricted to those activities specified in the conservation instrument, generally including:

- Species monitoring and management (e.g., focused surveys California tiger salamander, California red-legged frog, and Alameda whipsnake);
- Habitat monitoring and management (e.g., vegetation management and pond de-sedimentation);
- Invasive species monitoring and control (e.g., weed treatment and bullfrog control);
- Grazing management (e.g., residual dry matter monitoring); and
- Infrastructure maintenance (e.g., maintenance of fences, gates, and roads).

Park District staff analyzed anticipated land management and monitoring needs for the 16 properties with dedicated funding, along with other current and anticipated management obligations for conservation lands over the next several years. While Park District staff are qualified to conduct many of the general services associated with this on-call, the volume of expected services needed exceeds the capacity of Park District staff. Ensuring that the Park District has these types of qualified, readily available specialists on-call will help the Park District meet these obligations on an as-needed basis.

To identify consultants for these contracts, staff issued a Request for Statement of Qualifications (RFQ) for conservation lands on-call services on May 2, 2024. The Park District received 20 Statement of Qualifications (SOQs) from a variety of firms with expertise ranging from vegetation management, weed treatment, fence installation, grazing management, and species evaluation. All SOQs were received on or before the deadline of June 3, 2024. A selection committee of Park District staff reviewed and ranked the SOQs based on approach, qualifications, capabilities, cost effectiveness, and other factors. Based on this evaluation, staff selected the nine highest scoring firms for consideration. Access to the breadth of services provided by these nine firms, some with overlapping services, allows for sufficient coverage. As needs arise, the Park District will solicit project-level scopes from individual firms selected for the on-call list.

On-call contracts for these types of specialized services are a common best practice for public agencies and large land managers. Without on-call contracts, staff are required to contract with professional service providers on a project-by-project basis. This is time-consuming and limits the Park District's ability to respond quickly to situations where such services are needed urgently. Establishing a list for on-call consultant services with firms that have been vetted as fully qualified will provide Park District staff with the resources and flexibility needed to efficiently address the requirements on these conservation lands. Because these are on-call contracts, the Park District is under no obligation to issue specific projects or a certain number of projects to the firm. This provides the firm with a greater incentive to complete each job in a timely manner and deliver high-quality services for each project to receive future projects through the contract.

Staff recommends the Board authorize the General Manager to execute on-call contracts with the nine firms listed above.

ANALYSIS

The recommended action for the Board is to award on-call contracts with the nine firms listed above. This will allow the Park District to contract with firms qualified to conduct a variety of monitoring and management obligations on conservation lands. This provides flexibility and efficiency in addressing these obligations.

ALTERNATIVES	
Alternative I	The Park District could contract with firms on a project-by-project basis.
Pros	There are none.
Cons	The contracting process would be more time-consuming and limit the Park District's ability to respond quickly when needed.
Reason for not recommending	Formation of on-call contracts will allow the Park District to efficiently contract with qualified firms and respond to urgent needs.

FISCAL IMPACT

These will be on-call, capacity contracts with no minimum contract value. These on-call contracts will allow staff to request monitoring and management services necessary to fulfill the Park District's obligation on these conservation lands. Funding for the contracts will be provided by the associated project's budget or operating funds before the work may begin.

ATTACHMENTS

A. Conservation Lands Figure



**EAST BAY REGIONAL PARK DISTRICT
RESOLUTION NO. 2024 – 09 -
SEPTEMBER 3, 2024**

**AUTHORIZATION TO EXECUTE NINE (9) THREE-YEAR CONTRACTS FOR ON-
CALL CONSERVATION LAND MANAGEMENT AND MONITORING SERVICES:
DISTRICT-WIDE**

WHEREAS, the East Bay Regional Park District (Park District) is obligated to conduct a variety of land management and monitoring services to protect conservation values on properties subject to legal restrictions, such as conservation easements, deed restrictions, long-term management plans, conditions of approval, and permit conditions; and

WHEREAS, the scope and volume of services required exceeds the Park District's capacity; and

WHEREAS, a notice requesting statements of qualification (SOQs) was published on May 2, 2024, and 20 SOQs were received by the June 3, 2024 deadline; and

WHEREAS, SOQs from the 20 firms were reviewed and scored by Park District staff, and the nine (9) highest scoring firms were determined to be the best qualified to conduct the requested services; and

WHEREAS, on-call contracts for these types of specialized services are a common best practice for public agencies and land managers;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the East Bay Regional Park District hereby authorizes the award of nine (9) three-year contracts for on-call monitoring and management services, with an option to renew for an additional three years, with the following firms in the following amount: Conlin Fence Company for \$120,000 annually; ESA for \$100,000 annually; Go Native for \$100,000 annually; Nomad for \$125,000 annually; RECON for \$200,000 annually; Sequoia for \$100,000 annually; Swaim Biological, Inc. for \$100,000 annually; Vollmar for \$150,000 annually; and WRA for \$100,000 annually; and

BE IT FURTHER RESOLVED, that the Park District is under no obligation to contract with these firms; and

BE IT FURTHER RESOLVED, that staff will only use these on-call services where an appropriated project budget or operating budget or identified funding source is available; and

BE IT FURTHER RESOLVED, that the General Manager is hereby authorized and directed, on behalf of the Park District and in its name, to execute and deliver such documents and to do such acts as may be deemed necessary or appropriate to accomplish the intentions of this resolution.

Moved by Director _____, and seconded by Director _____, and
adopted September 3, 2024, by the following vote:

FOR:

AGAINST:

ABSTAIN:

ABSENT: