

# Memorandum

Date: September 21, 2017  
To: Board of Directors  
From: Kellyx Nelson  
Re: Request to Sole Source to cbec eco-engineering for monitoring the Butano Creek Floodplain Restoration Project

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RCD staff requests permission from the Board of Directors to proceed with an agreement to sole source to **cbec eco-engineering** (cbec) for post project support and monitoring of the Butano Creek Floodplain Restoration Project. The scope of work includes post project monitoring support to tasks led by the RCD, site visits, and sediment discharge and flow measurements.

The Butano Creek Floodplain Restoration Project was constructed in summer/fall 2016 on the Butano Farms property in Pescadero, CA owned by Peninsula Open Space Trust (POST). The project consisted of restoration actions at 5 sites along Butano Creek where the channel had been disconnected from the floodplain due to channel simplification and incision. The restoration actions – which included construction of engineered log jams, a rock ramp, floodplain connector channels, and recruitment of living bank side alder trees – were intended to restore natural function to the creek, reduce further incision of the creek bed and erosion of its banks, raise the elevation of the creek bed to reconnect the creek with approximately 100 acres of its former floodplain, restore the floodplain’s ability to store sediment, address water quality impairment for sediment, and improve habitat conditions for several rare and endangered species. Additionally, the project is anticipated to lessen future sediment buildup downstream and resulting flooding along Pescadero Creek Road.

*The Public Contract Bidding, Vendor and Professional Consultant Selection, and Purchasing Policy* adopted by this Board of Directors on March 20, 2014 requires solicitation of formal advertised bids for expenditures exceeding \$50,000. The policy allows exceptions to standard purchasing procedures in some circumstances, including when “services are of a unique type, are of a proprietary nature, or are otherwise of such a required and specific design or construction, or are specifically necessary for purposes of maintaining cost effective system consistency, so as to be available from only one source.” Staff believes that the work proposed to be sole sourced to cbec meets each and all of these criteria. The procurement policy further states, “The basis for the sole source recommendation shall be documented in writing and approved, in advance, by the Board for purchases exceeding \$50,000.”

The RCD recommends sole sourcing to cbec. The amount of the sole source contract for 2017-18 for post-project support and monitoring of the Butano Creek Floodplain Restoration Project is \$53,836.46. Specifically, cbec:

- is uniquely able to assist the RCD in post-project monitoring of the project they designed and for which they oversaw construction;
- has been advising RCD staff in developing monitoring plans and carrying out methodologies;
- is listed along with the RCD and POST as responsible for conducting post-construction monitoring in the grant contract that will be paying for this work;
- has collected data in the project area as well as in other portions of Butano Creek and has established relationships with the landowner and upstream neighbors where sampling will take place;
- is efficiently able to integrate findings to inform other efforts in the watershed (e.g. the Butano Channel Restoration and Resiliency Project).