
Memorandum

Date: October 11, 2017
To: Board of Directors
From: Kellyx Nelson
Re: Notice Regarding Contract with Alnus Ecological for Butano Creek Channel Restoration and Resiliency Project

Alnus Ecological is on a list of contractors that were pre-approved by the RCD Board of Directors in October 2016 (*Memorandum: Recommendations for Firms to Provide As-Needed Conservation Consultant and Strategist Services*) after a public solicitation process (*Request for Qualifications (RFQ) for As-Needed Conservation Consultant and Strategist*) to identify a group of qualified and cost-competitive firms for a range of projects in development for the RCD. At the time that the Board approved the RCD's recommendation to contract with those entities, it was decided that a periodic update of contracts would be provided to the Board.

Due to recent staffing changes, the RCD will be expanding upon current work with Alnus Ecological under a new contract to support the RCD in completing key technical, design and permitting tasks as well as coordinating the necessary environmental review essential to completing the Butano Creek Channel Restoration and Resiliency Project.

Under the new contract, Alnus Ecological Principal and Senior Ecologist Jim Robins will function as the interim project manager overseeing design, permitting and other aspects of the project. As part of this work, Alnus Ecological will also subcontract to Horizon Water & Environment to complete an Initial Study (IS) pursuant to the CEQA Process as well as provide a professional recommendation as to the appropriate CEQA documents that will need to be produced subsequently in order to ensure full compliance. These activities will be conducted with support and oversight from RCD staff, and all work will be contingent upon approval from the RCD's Executive Director.

The updated Alnus Ecological contract for 2017-18 for project management and other services associated with the Butano Channel Reconnection Project is for up to \$145,445.60. This includes \$86,360 for Alnus to complete all actions enumerated in its scope as well \$59,085.60 for Horizon Water and Environment to complete tasks associated with CEQA preparation and review for the project.

The RCD procurement policy states that “professional services agreements shall not be split into smaller units, nor shall contract amendments be used, for the purpose of circumvention of this Policy.” The RCD’s work addressing flooding, sediment, and ecosystem restoration in the Pescadero Marsh and its watershed has proliferated since 2012. As the RCD has built on its successes and taken advantage of funds and project opportunities that have become available, the RCD has entered into multiple contracts with Alnus Ecological. These contracts are not connected to other work being completed by Alnus Ecological in program areas across the RCD. At no point were funds split into smaller units for the purpose of circumventing procurement policies. Nonetheless, to ensure transparency and access to information, RCD staff wishes to list the cumulative total of contracts with Anus Ecological to date, as well as pending contractual work.

Active contracts:

| Year | Project | Amount | Funder(s) | Procurement |
|-------------|--|-------------------|---|-----------------------------------|
| 2017 | Butano Creek Channel Restoration and Resiliency Project Management | \$217,345* | State Parks, National Oceanic and Atmospheric Association, San Mateo County | 2016 RFQ for As-Needed Consultant |
| 2017 | Butano Creek Channel Restoration and Resiliency Project Support | \$134,801 | State Coastal Conservancy & State Parks | 2016 RFQ for As-Needed Consultant |
| 2017 | Driscoll Ranch LWD | \$ 13,120 | MROSD | below threshold required for bids |
| 2016 | Ano Nuevo/Green Oaks Creek Habitat Restoration | \$ 1,800 | IWRP Project Development | below threshold required for bids |
| 2016 | Drought Relief Program | \$ 22,500 | Department of Water Resources | below threshold required for bids |
| 2016 | Drought Relief Program | \$ 16,950 | Wildlife Conservation Board | below threshold required for bids |
| | Total | \$ 406,516 | | |

*This amount includes \$71,900 of optional tasks to be approved if and as needed.

Pending work with Alnus Ecological includes:

| Project | Low | High | Funder | Comments |
|--|------------------|------------------|---------------------------|---|
| Alpine Creek Fish Passage | \$ 1,170 | \$ 3,000 | State Coastal Conservancy | below bid threshold |
| San Gregorio LWD Phase 3 Project Development | \$ 1,500 | \$ 5,000 | IWRP Project Development | below bid threshold |
| PG&E San Francisco Garter Snake Mitigation Project Development | \$ 1,000 | \$ 2,000 | PG&E | below bid threshold |
| Johnston Ranch Invasive Species Removal Project Support | \$ 3,500 | \$ 17,400 | Caltrans | (1) below bid threshold, (2) due to increase in staffing at RCD, budgeted \$17,400 will likely decrease |
| Butano and Pescadero Floodplain Restoration feasibility | \$ 7,000 | \$ 8,000 | USFWS | below bid threshold |
| Proposed 2017-18 | \$ 14,170 | \$ 35,400 | | |