

**Minutes of the Special Meeting of the Board of Directors**

**March 5, 2020**

**4:00 pm – 4:30 pm**

**Location: RCD Office**

**Directors present:** TJ Glauthier, Jim Reynolds, Barbara Kossy

**Staff present:** Dylan Skybrook (Santa Cruz Mountains Stewardship Network), Kellyx Nelson

1. Call to Order

Meeting was called to order at 4:10 pm

2. Agenda

2.1 Recommendation to Contract with Quantum Spatial for the Santa Cruz Mountains Stewardship Network Countywide Vegetation mapping and Landscape Database Project

- Skybrook presented the rationale for approving the contract as outlined in his associated memorandum.
- There was discussion about the scope of work, how it integrates with and leverages similar work in San Mateo County, and the RCD's role vis a vis being fiscal manager of the Santa Cruz Mountains Stewardship Network.
- Glauthier moved to approve the contract. Reynolds seconded. Motion passed unanimously.

3. Adjourn Meeting

Meeting adjourned at 4:30 pm

**Special Meeting of the Board of Directors**

**March 5, 2020**

**4:00 pm – 5:00 pm**

**Location: 80 Stone Pine Road, Suite 100, Half Moon Bay, CA 94019**

<b>1. Call to Order</b>
<b>2. Approval of Agenda</b>
<b>3. Introduction of Guests and Staff</b>
<b>4. Public Comment-</b> The Board will hear comments on items that are not on the agenda. The Board cannot act on an item unless it is an emergency as defined under Government Code Sec. 54954.2.
<b>5. Regular Agenda</b> <b>5.1.</b> Board will consider contracting with Quantum Spatial for the Santa Cruz Mountains Stewardship Network Countywide Vegetation Mapping and Landscape Database Project.
<b>6. Adjourn Meeting</b> The next Regular Meeting of the Board of Directors will be March 19, 2020.

*Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the San Mateo RCD office, located at the address above, for the purpose of making those public records available for inspection.*

## Memorandum

Date: March 2, 2020

To: Board of Directors

From: Dylan Skybrook

Re: Recommendation to Contract with Quantum Spatial for the Santa Cruz Mountains Stewardship Network Countywide Vegetation Mapping and Landscape Database Project

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RCD recommends contracting with Quantum Spatial for \$117,358 for the acquisition of Q1 LiDAR for the Western  $\frac{3}{4}$  of Santa Cruz County, an essential element of the overall Vegetation Mapping Project.

The Vegetation Mapping Project will provide LiDAR, aerial imagery, and many data products including life form map, fuels map, impervious surfaces map, and fine-scaled veg map for Santa Cruz and Santa Clara Counties. These products will support planning for restoration work, land acquisition, sea level rise and evacuation planning, prioritizing fuel treatments and many other kinds of stewardship.

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.” The work proposed meets this criterion in the following ways:

- Funding from USGS for LiDAR acquisition in Santa Cruz County specifically names Quantum Spatial as the contractor. Reception of the funding is contingent upon using Quantum Spatial.
- The price in Quantum Spatial’s proposal for acquiring Q1 LiDAR in Santa Cruz County is extremely low because the company has assets currently in the area (pilots, planes, etcetera). The ability to take advantage of this low price is time-sensitive and expires March 6<sup>th</sup>.
- Quantum Spatial is the contractor used for the San Mateo and Marin veg map projects. Using them will provide continuity both in terms of relationships and data.