

Special Meeting of the Board of Directors

Thursday, July 1, 2021

11:00 am – 12:00 pm

Zoom link: <https://us02web.zoom.us/j/89675733636>

If you are using a computer or other device to join the meeting, you may click [here](#). A computer video camera is not required to participate. If you do not have access to a computer or internet during this meeting, or if your computer does not have audio, you can call in by phone: (669) 900-6833 and enter the meeting ID: 896 7573 3636 when prompted.

1. Call to Order
2. Approval of Agenda
3. Introduction of Guests and Staff
4. Public Comment- 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.
5. Regular Agenda <ul style="list-style-type: none">5.1. The Board will consider contracting with Hanford ARC for Butano Farms San Francisco Garter Snake Habitat Enhancement Project.5.2. The Board will consider contracting with Tukman Geospatial for the creation of fine-scale maps for the Landscape Database and Vegetation Mapping Project in Santa Cruz and Santa Clara Counties.
6. Adjourn Meeting <p>The next Regular Meeting of the Board of Directors will be August 19, 2021</p>

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.

**Minutes of the Special Meeting of the Board of Directors
July 1, 2021
11:00 am – 12:00 pm
via Zoom teleconference**

Directors present: Barbara Kossy, TJ Glauthier, Adrienne Etherton

Associate Directors present: John Keener

RCD staff present: Lau Hodges, Joe Issel, Amy Kaeser, Stephanie MacDonald, Dylan Skybrook
(Santa Cruz Mountains Stewardship Network Manager)

1. Call to Order

Etherton called the meeting to order at 11:00 a.m.

2. Approval of Agenda

Glauthier moved to approve the agenda, Kossy seconded. Motion passed unanimously.

3. Introductions of Guests and Staff

All in attendance introduced themselves.

4. Public Comment

There was no public comment.

5. Regular Agenda

5.1 Board will consider contracting with Hanford ARC for Butano Farms San Francisco Garter Snake Habitat Enhancement Project.

- **ACTION:** Glauthier moved to contract with Hanford ARC, Kossy seconded. Motion passed unanimously.

5.2 Board will consider contracting with Tukman Geospatial for the creation of fine-scale maps for the Landscape Database and Vegetation Mapping Project in Santa Cruz and Santa Clara Counties.

- Glauthier noted the project was funded by 20 different sources; Skybrook stated this was a product that everyone wanted. He further noted that all the members that participate in the Santa Cruz Mountain Stewardship Network (SCMSN) had contributed.
- Glauthier asked if all of the SCMSN members intended to use the data; Skybrook responded yes, and the LIDAR data was already being used.
- Etherton asked why there was a discrepancy between Santa Cruz and Santa Clara County costs; Skybrook explained that it was a matter of acreage.

- Etherton asked if this contract was the last big piece of the project: Skybrook responded that there would be one more as he was expecting CalFire to expand the scope of the work to include the burn area from the CZU Fire.
- **ACTION:** Glauthier moved to contract with Tukman Geospatial, Kossy seconded. Motion passed unanimously.

6. **Adjourn Meeting**

- Etherton adjourned the meeting at 11:17 a.m.

Memorandum

Date: July 1, 2021
To: Board of Directors
From: Amy Kaeser
Re: Recommendation to contract with Hanford ARC for the Butano Farms San Francisco Garter Snake Habitat Enhancement Project

RCD staff recommends the board of directors approve contracting with Hanford ARC¹ to construct the Butano Farms San Francisco Garter Snake Habitat Enhancement Project (Project) during summer and fall 2021 for an amount not to exceed \$498,870.

The Project will support recovery of the endangered San Francisco garter snake (SFGS) and threatened California red-legged frog (CRLF). Funding is from Pacific Gas & Electric Company (PG&E) and the project will provide mitigation for biological impacts associated with Line 101 Inline Inspection and Upgrade, and Lomita Park Station Rebuild Project in the City of Millbrae, San Mateo County. The Project will restore grassland and herbaceous wetland habitats within the project area that support movement, foraging, and breeding habitat used by SFGS, CRLF, and a variety of other native wetland and grassland dependent species. The Project will also improve erosion and sediment control and benefit on-site cattle grazing operations.

Project actions include:

1. Create and maintain shallow bench habitat around the northern and western sides of the existing pond with vegetation that allows sunlight to penetrate and warm the water to support life stages of California red-legged frog and chorus frog tadpoles.
2. Maintain at least 25% cover of open water habitat in the pond through a combination of deepening and extending the existing pond footprint to provide deep water refuge.
3. Maintain a 25-50% cover of emergent vegetation around pond margins for frog breeding and snake cover.
4. Protect pond water quality and longevity (sediment, nutrients, and pathogens).
5. Control and eradicate invasive species.
6. Reduce woody encroachment into grassland in the surrounding upland areas.

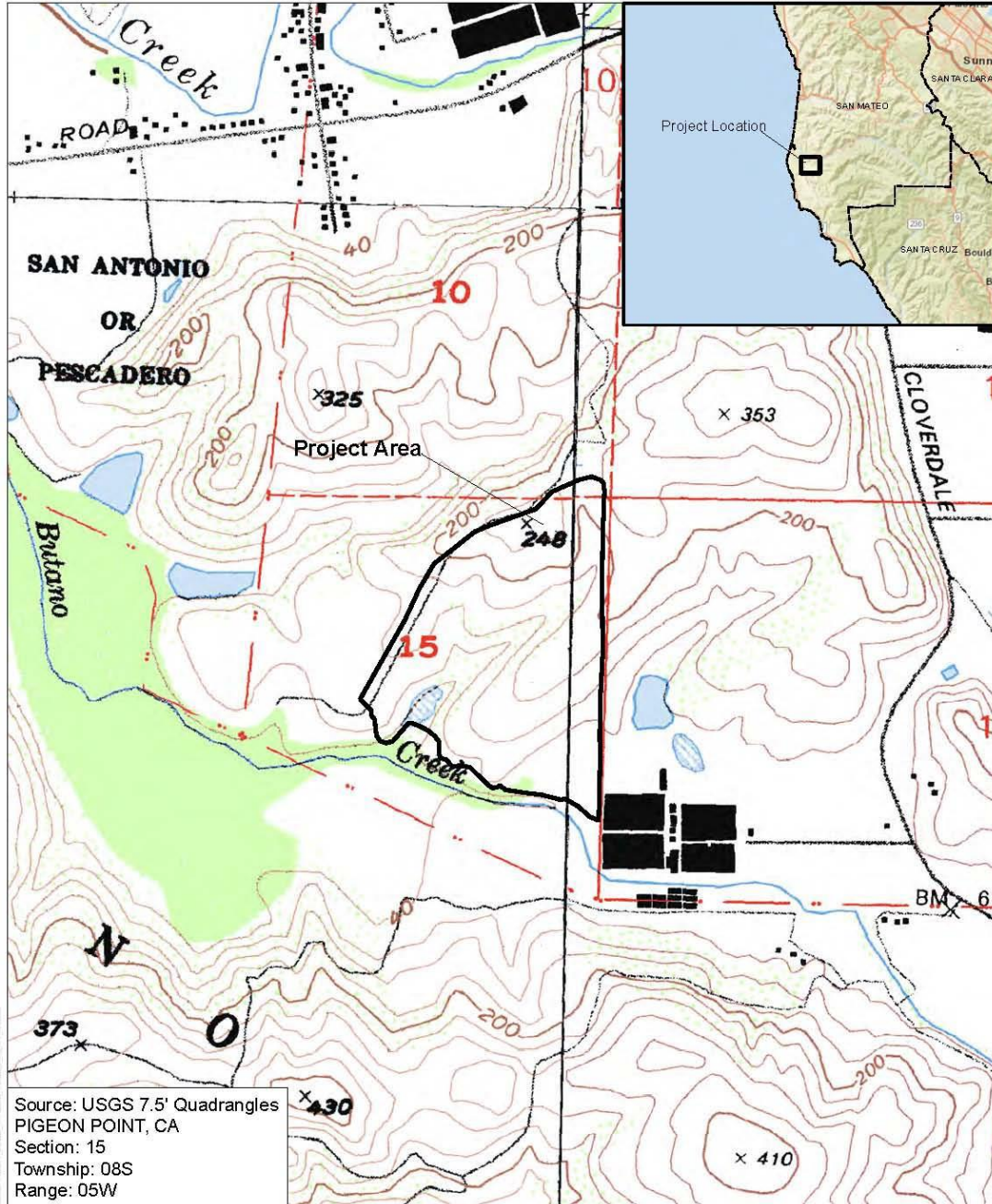
¹ <https://hanfordarc.com/>

A Request for Bids was distributed to over 20 qualified firms and three Builders Associations (Marin Builders Association, Bay Area Builders Exchange, San Francisco Builders Exchange), posted on the RCD's website and construction.com, and published in the Half Moon Bay Review. Eight firms attended a mandatory pre-bid site tour on June 1, 2021. Three firms submitted bids. All were deemed complete and submitted by the deadline; Hanford ARC, Storesund Construction, Inc., and Habitat Restoration Sciences, Inc. Bids were opened during a public bid opening on June 21, 2021. Bid amounts were as follows: Hanford ARC (\$498,870), Storesund Construction, Inc. (\$569,612), and Habitat Restoration Sciences, Inc. (\$630,630). RCD staff reviewed Hanford ARC's bid documents and determined that Hanford ARC is the lowest responsible bidder for the Project.

RCD staff recommends contracting with Hanford ARC for the following reasons:

- Hanford ARC was the lowest cost responsible bidder.
- The bid package was complete and submitted by deadline.
- The bid questionnaire that was submitted to the RCD regarding Hanford ARC's approach to Project implementation aligned with the project goals.
- The firm has good references and has completed previous projects successfully for the RCD.
- The firm has experience working in sensitive habitats.

Location Map



Source: USGS 7.5' Quadrangles
 PIGEON POINT, CA
 Section: 15
 Township: 08S
 Range: 05W

VINNEDGE
 ENVIRONMENTAL CONSULTING

0 500 1,000
 Feet



Map Date: January 2020

FIGURE 1 - PROJECT LOCATION AND VICINITY

Butano Farms - San Francisco
 Garter Snake Habitat Enhancement Project

San Mateo County, CA



Memorandum

Date: 7/1/21

To: Board of Directors

From: Dylan Skybrook

Re: Recommendation to contract with Tukman Geospatial for the creation of fine-scale maps for the Landscape Database and Vegetation Mapping Project in Santa Cruz and Santa Clara Counties

The Santa Cruz Mountains Stewardship Network (SCMSN) recommends contracting with Tukman Geospatial for two contracts for the creation of fine-scale vegetation maps for Santa Cruz and Santa Clara Counties. The contract for the Santa Cruz County map is for \$260,076. The contract for the Santa Clara County Map is \$687,823.

Fine-Scale vegetation maps are the final product of the Landscape Database and Vegetation Mapping Project. They will be paid for by a consortium of over twenty different funders – a reflection of how important these products are to land stewardship in the region. This project provides an important dataset that, together with lidar and imagery, form the basis for many data products, similar to the countywide fine-scale vegetation map created for Sonoma County (see www.sonomavegmap.org), and those in development for Marin and San Mateo Counties.

As the SCMSN's fiscal agent, the San Mateo RCD has entered into prior contracts with Tukman Geospatial for other aspects of this project including, wildfire risk mapping, enhanced lifeform maps, and pervious/impervious surface layers. Since that time, new funds have been secured, allowing the RCD to contract for the fine-scale maps in Santa Cruz and Santa Clara Counties.

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 because:

- Tukman Geospatial is currently offering GIS and mapping services to the SCMSN for the Vegetation Mapping and Landscape Database Project. To efficiently complete the



project with the least amount of expense it makes sense to continue the working relationship. Switching to another contractor would result in complication and delays, and thus increased expenses.

- Tukman Geospatial has worked on the vegetation mapping projects in Sonoma, Marin, and San Mateo Counties. These projects and the SCMSN's Santa Cruz and Santa Clara County projects are somewhat unique. They are considered cutting edge and innovative in the industry and there is interest in them at a national-scale. The expertise and experience of Tukman Geospatial is such that continuing to work them as a GIS and mapping services contractor is the best course of action for the project.

Note: The Vegetation Mapping and Landscape Database Project is a project of the SCMSN. The San Mateo Resource Conservation District acts as fiscal agent for the SCMSN. Because the SCMSN covers San Mateo, Santa Cruz, and Santa Clara Counties, the San Mateo Resource Conservation District Board, as fiscal agent, sometimes approves contracts, grants, and the like, for SCMSN projects that lie outside the San Mateo Resource Conservation District's boundaries. The Board has previously approved grants and contracts for the Vegetation Mapping and Landscape Database Project.