



Midpeninsula Regional
Open Space District

R-19-44
Meeting 19-10
April 10, 2019

AGENDA ITEM 3

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Award of Contract with LSA to provide Biological/Cultural, Environmental Review, and Permitting Services for the Alpine Road Trail Improvements and La Honda Creek Loop Trail

GENERAL MANAGER'S RECOMMENDATIONS *den*

1. Authorize the General Manager to enter into a contract with LSA to provide services to support two Measure AA capital projects for a base amount not to exceed \$163,600.
2. Authorize a 15% contingency of \$24,540 to be awarded if necessary to cover unforeseen conditions, for a total contract amount not-to-exceed \$188,140.

SUMMARY

Midpeninsula Regional Open Space District (District) seeks assistance from a qualified consultant to complete biological/cultural assessments, environmental review, and permitting for the Alpine Road Trail Improvements (MAA10-001), and biological/cultural assessments and permitting support for the La Honda Creek Loop Trail (MAA07-011). A Request for Qualifications and Proposals (RFQP) was issued on February 12, 2019. The General Manager recommends awarding a contract to LSA for a base amount not to exceed \$163,600, and authorizing a 15% contingency of \$24,540. The contract work is anticipated to cover multiple fiscal years. There are sufficient funds in the adopted Fiscal Year (FY) 2018-19 budget to cover the anticipated scope of services for this fiscal year. Additional funds will be included in the FY2019-20 budget to fund the second year of work.

BACKGROUND

A qualified consulting firm is needed to conduct biological/cultural assessments, complete the necessary environmental review under CEQA, and assist with regulatory permitting for the Alpine Road Trail Improvements project. Similar assessments and permitting assistance are necessary for the La Honda Creek Loop Trail project. Environmental review under CEQA for the La Honda Creek Loop Trail is covered by the existing La Honda Creek Master Plan Initial Study/Mitigated Negative Declaration. Both projects are in the design phase, and will enter the complex regulatory permitting phase in FY2019-20. Staff anticipates that both projects will require regulatory permits from the US Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW). The table below defines the tasks included in the contract for each project:

Site #	Project Number	Preserve	Project Site	Contract Scope of Work		
				CEQA	Biological/ Cultural Assessment	Regulatory Agency Permitting Support
1	MAA07-011	La Honda Creek	La Honda Creek Loop Trail		X	X
2	MAA10-001	Coal Creek	Alpine Road Trail Repair	X	X	X

Contract Tasks:

- *California Environmental Quality Act (CEQA):* Prepare the appropriate level CEQA document for the Alpine Road Trail Improvements project.
- *Biological & Cultural Assessments:* Conduct field surveys to complete the required biological and cultural assessments to inform the submission of permit applications.
- *Regulatory Agency Permitting Support:* Develop a permitting strategy for the required regulatory agency permits, and complete and submit all necessary permit applications.

DISCUSSION

Staff issued a RFQP on February 12, 2019 with the following consultant requirements:

- CEQA expertise with projects located in a natural setting;
- Familiarity with the local wildlife of the area, including special status species;
- Experience conducting wildlife assessments and archaeological/cultural field surveys;
- Familiarity with appropriate state and federal statutes related to wildlife and natural communities;
- Experience analyzing impacts of development on native animal species and natural communities;
- Successful experience obtaining permits from the USACE, RWQCB, and CDFW.

Staff circulated the RFQP through email and posting on the BidSync website. Staff issued addenda on March 4 and March 6 to answer questions and clarify the RFQP. The following nine firms submitted proposals by the March 11, 2019 deadline.

Firm	Location	Proposed Fees (over 2 years)
BioMaAS	San Francisco, CA	\$77,911
Harris and Associates	Salinas, CA	\$143,560
LSA	Point Richmond, CA	\$163,506
Rincon Consultants	Monterey, CA	\$164,000
Garcia & Associates	San Francisco, CA	\$165,517
Insignia Environmental	Palo Alto, CA	\$167,211
Ascent Environmental	Sacramento, CA	\$190,118
Horizon Water & Environment	Oakland, CA	\$194,930
MIG, Inc	San Jose, CA	\$196,600

Evaluation criteria were determined prior to the release of the RFQP that included the quality of the proposal, project approach, and firm expertise. After careful review of all proposals, LSA

was deemed most qualified and best suited for the project at a fair and reasonable price. Selection of the consultant was based on their response to the RFQP, proposed project approach, qualifications, and fee. LSA demonstrated expertise in developing CEQA documents, completing biological/cultural assessments, and negotiating various permit requirements with regulatory agencies.

FISCAL IMPACT

The FY2018-19 budget includes \$197,100 for the La Honda Creek Loop Trail project (MAA07-011) and \$278,557 for the Alpine Road Trail Repair project (MAA10-001). There are sufficient funds in the project budgets to cover the recommended actions and expenditures this fiscal year. Future fiscal year budgets are projected and will be adopted as a part of the annual Budget and Action Plan process.

Site 1: La Honda Creek Loop Trail – Project MAA07-011

MAA07-011 La Honda Creek Loop Trail	Prior Year Actuals	FY2018-19 Amended	FY2019-20 Projected	FY2020-21 Projected	Estimated Future Years	TOTAL
Project Budget:	\$27,058	\$197,100	\$200,000	\$200,000	\$100,000	\$724,158
Spent-to-Date (as of 03/21/2019):	(\$27,058)	(\$81,082)	\$0	\$0	\$0	(\$108,140)
Encumbrances:	\$0	(\$36,315)	\$0	\$0	\$0	(\$36,315)
Award of Contract:	\$0	(\$15,000)	(\$45,000)	(\$6,583)	\$0	(\$66,583)
Contract contingency (15%):	\$0	\$0	\$0	(\$9,987)	\$0	(\$9,987)
Budget Remaining (Proposed):	\$0	\$64,703	\$155,000	\$183,430	\$100,000	\$503,133

Site 2: Coal Creek Alpine Road Trail Repair – Project MAA10-001

MAA10-001 Alpine Road Trail, Coal Creek	Prior Year Actuals	FY2018-19 Adopted	FY2019-20 Projected	FY2020-21 Projected	Estimated Future Years	TOTAL
Project Budget:	\$21,949	\$278,557	\$320,000	\$820,000	\$750,000	\$2,190,506
Spent-to-Date (as of 03/21/2019):	(\$21,949)	(\$7,939)	\$0	\$0	\$0	(\$29,888)
Encumbrances:	\$0	(\$7,950)	\$0	\$0	\$0	(\$7,950)
Award of Contract:	\$0	(\$15,000)	(\$80,000)	(\$2,017)	\$0	(\$97,017)
Contract contingency (15%):	\$0	\$0	\$0	(\$14,553)	\$0	(\$14,553)
Budget Remaining (Proposed):	\$0	\$247,668	\$240,000	\$803,430	\$750,000	\$2,041,098

The following tables outline the Measure AA Portfolio #07 and #10 budgets, costs-to-date, and the fiscal impacts related to the two aforementioned mentioned projects (MAA07-011 and MAA10-001).

MAA07 La Honda Creek – Portfolio Allocation:	\$14,825,000
Life-to-Date Spent (as of 03/21/2019):	\$11,987,823
Encumbrances:	\$36,315
Award of Contract, including contingency:	\$76,570
Portfolio Balance Remaining (Proposed):	\$2,724,292

MAA10 Coal Creek – Portfolio Allocation:	\$8,017,000
Life-to-Date Spent (as of 03/21/2019):	\$29,888
Encumbrances:	\$7,950
Award of Contract, including contingency:	\$111,570
Portfolio Balance Remaining (Proposed):	\$7,867,592

BOARD COMMITTEE REVIEW

The Board previously reviewed repair options for Alpine Road at their regular meeting on March 14, 2018 and selected the option to repair Alpine Road failures to a six foot wide trail standard (R-18-19). The Board also awarded a contract with Waterways Consulting on October 24, 2018 for design and engineering services (R-18-124), and authorized the Alpine Road Trail MOU with San Mateo County on February 13, 2019 (R-19-19).

Extensive Board and Committee review of the La Honda Creek Trails occurred during development of the La Honda Creek Master Plan from 2005 through 2012.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. Public notice was also sent to interested parties by US mail and/or electronic mail.

CEQA COMPLIANCE

The contract scope includes completion of the necessary environmental review under CEQA for the implementation of the Alpine Road Trail Improvements project. The Board will have the opportunity to review the findings related to CEQA at a future Board Meeting.

Potential environmental impacts of the La Honda Creek Loop Trail were analyzed in the Initial Study/Mitigated Negative Declaration for the La Honda Creek Master Plan, adopted by the Board in August 2012.

NEXT STEPS

Following Board approval, the General Manager will execute a multi-year contract with LSA.

Responsible Department Head:
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