

# Memorandum

**DATE:** January 22, 2025

MEMO TO: Board of Directors

THROUGH: Ana Ruiz, General Manager

FROM: Stefan Jaskulak, Chief Financial Officer

SUBJECT: REVISED Review Use of Contingency Funds – FY24

This memo provides an overview of the contingency amounts approved and spent during the fiscal year ending June 30, 2024 (FY24), running from July 1, 2023 through June 30, 2024, to report back to the Board of Directors (Board) on how much of the authorized contingencies are used as part of the Midpeninsula Regional Open Space District's (District) contracting work.

## **Policy:**

Contracts over the General Manager's authority are approved by the Board and subsequently executed by the General Manager. During FY24, the General Manager's purchasing authority was set at \$51,000; this limit was increased by the Board in FY25 to \$52,000 in accordance with legislative provisions. District contracts may or may not have a contingency awarded. Typically, contingencies range between 5% and 15% per Board Policy 3.03:

Public Contract Bidding, Vendor and Professional Consultant Selection, and Purchasing Policy I.C. Contract Change Orders -- Staff may issue change orders to a contract, provided that the aggregate of all change orders to that contract does not exceed the total contract amount with contingency as approved by the Board for amounts over \$52,000\*. Contingencies generally range between 5% and no more than 15% of the original contract price and be dependent on the level of uncertainty regarding potential additional issues that may emerge and generate unexpected costs in order to complete the intended base contract work. A contingency greater than 15% may be authorized by the Board when accompanied by a finding that circumstances warrant a larger contingency.

\*This amount was set at \$51,000 in FY24

## **Contingency Process:**

Purchase orders are generated against the approved base contract amount. Once contingency spending is deemed necessary, the project manager requests approval from their respective Assistant General Manager or the Chief Financial Officer. This additional approval step was added in October 2019 as an extra level of review to ensure that the use of contingencies is within the scope of the project and/or critical to the successful completion of the contract/project. A separate contingency purchase order is then generated in the District's financial system to record contingency spending. Any additional amount beyond the Board-approved not-to-exceed contract amount requires additional Board approval.

## **Review Process:**

Contracts may span multiple fiscal years, either because of the multi-year scope of the project or contract, or because it is initiated partway through a fiscal year and carries over into the next. For

this FY24 Contingency Review memo, staff pulled all contracts that were in effect during any part of FY24. Since there is no automated method to aggregate the contingencies awarded per contract, staff implemented a contingency purchase order approval process as of October 2019 to track actual contingency spending.

# **Findings:**

Staff reviewed 119 new and existing contracts over \$51,000 that were approved by the Board and in effect during FY24. Some of these contracts were new, ongoing, or closed during that fiscal year. Staff gathered data on the original amount of the contract and on the amended amount, as contract amounts may increase over time. The statistics are as follows:

Contracts Reviewed: 119

Total Original Contract Amount: \$31,234,068.33 Total Amended Contract Amount: \$38,256,909.31

Board Authorized Contingency: \$3,306,547.67

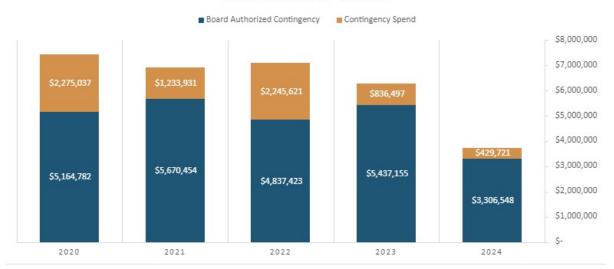
77 of the 119 contracts included a Board approved contingency. The total contingency amount approved for these 77 contracts equates to 10.58% of the original contract amount and 8.64% of the amended contract.

Contingency Expensed: \$429,720.74

12.99% of the Board-approved contingency was used in FY24, equating to 12.99 1.38% of the original contract amount and 1.12% of the amended contract amount.

Based on the findings above, 12.99% of the Board-approved contingency amount was expensed in FY24, which equates to just over 1.12% of the amended total Board-approved contract amount. Compared to FY23 and FY22, use of the Board-approved contingency amount in FY24 was lower than FY23 and even lower compared to FY22 (see chart).

#### CONTINGENCY SPEND



# **Next Steps:**

Staff will continue to report the above-mentioned statistics in an annual FYI.

## **Attachment:**

Attachment A – Contingency Use Report FY24.

#### CONTINGENCY USAGE REPORT

			Orig	inal Contract	Revi	sed Contract			
			Amo		Amo		Board Authorized	Cont	ingency
Status	Contract	Vendor		ımn D)	-	ımn E)	Contingency		ised on PO
Closed/Complete	20210027 - On-Call Printing & Mailing Services	Almaden	Ś	800.000.00		611.977.39		\$	
Closed/Complete	20220067 - Pescadero & San Gregorio Sediment TMDL Implementat	Balance Hydrologics, Inc	\$	234,232.60		150,411.24	•	\$	27,551.25
Closed/Complete	20190065 - Bear Creek Redwoods Plant Installation and Mainten	Confluence Restoration	Ś	109.868.00		38,858.00			-
Closed/Complete	20200133 - On-Call Printing and Mailing Services	Dakota Press	Ś	800,000.00		753,644.95		\$	-
Closed/Complete	20230019 - Del Rey Building Maintenance Short Form	Del Rey Building Maintenance	Ś	48,000.00		88,444.00		\$	_
Closed/Complete	23000069 - Domestic Well Install&Construct of Waterline at TR	ECAST Engineering Inc.	Ś	94,743.00		94,743.00		\$	-
Closed/Complete	20180001 - Hendrys Creek Restoration Project	Grassroots Ecology	Ś	165,000.00		11,730.68		•	_
Closed/Complete	20200131 - On-Call Printing and Mailing Services	PSP, an RRD Company	Ś	800,000.00		770,587.50		\$	-
	20200139 - Web Maintenance and Strategic Support	Rootid, LLC	Ś	51,840.00		23,760.00		\$	-
Closed/Complete	23000172 - Lone Madrone Pasture 4 Riparian Fence Project	Salinas Valley Barbwire	Ś	223,985.00		223,985.00		\$	-
Closed/Complete	23000194 - Elkus Lobitos Riparian Fence Project	Salinas Valley Barbwire	Ś	114,756.00		114,756.00		\$	-
Open	20200119 - Hwy 17 Wildlife & Regional Trail Crossing & Trail	Aecom Technical Services Inc	Ś	1,580,000.00		1,449,426.30		\$	-
Open	20220096 - Botanical Services for Multiple Preserves, Skyline	Aecom Technical Services Inc	Ś	91,987.00		100,169.75		\$	-
Open	20220156 - Alma Bridge Road Newt Passage	Aecom Technical Services Inc	Ś	392,961.00		3.277.197.00		\$	15,452.63
Open	23000089 - BCR: Spring 2023 Botanical Survey and Report	Aecom Technical Services Inc	Ś	35,980.00	\$	89,989.00	\$ 4,436.00	\$	_
Open	24000120 - Botanical Surveys: Elkus-Lobitos	Aecom Technical Services Inc	Ś	103.666.00		103.666.00			-
Open	20220066 - BCR Landfill Characterization and Remediation	ALBION ENVIRONMENTAL INC	Ś	140,237.00		107,542.21		\$	-
Open	24000101 - Pesc. Watershed Sed. Red. Impl Alpine Pond	All Earth Geotechnical Engineering	\$	410,095.00		410,095.00			-
Open	24000127 - License Agreement for Coyote Peak Radio Tower	American Tower Corporation	Ś	122,806.05		122,806.05		\$	_
Open	20230027 - On-Call Graphic Design Services	Amy Woloszyn	Ś	100,000.00		100,000.00		\$	-
Open	24000078 - Purisima Comprehensive Use and Management Plan	Ascent Environmental Inc	Š	183,501.00		183,501.00			_
Open	23000106 - Financial & Operational Sustainability Model Refre	Baker Tilly US, LLP	Ś	230,890.00		230,890.00		•	_
Open	23000159 - Wildland Fire Fuel Treatment & Tree Maintenance Se	Bay Area Tree Specialists	Ś	351,400.00		869,400.00		•	18,000.00
Open	24000089 - RSA Service Road and ADA Path Improvement Project	Bellecci & Associates	Ġ	244,410.00		244,410.00			-
Open	20210163 - Phase II ADA Barrier Removal Project	BKF Engineers	\$	210,690.00		115,834.76		•	_
Open	20220013 - NE Trailhead Crossing Project	BKF Engineers	Ś	120,956.00		92,303.71			-
Open	24000045 - Prospect Road Culvert Replacement	BKF Engineers	\$	94,259.00		94,259.00		\$	_
Open	24000157 - Prospect Road Curvert Replacement	BKF Engineers	\$	243.343.00		243.343.00		7	-
Open	24000137 - Bear Creek Redwoods North Falking Area  24000074 - Pesticide Technical Literature Review Services	Blankinship & Associates, Inc.	Ś	75,000.00		75,000.00		\$	_
Open	24000049 - La Honda Forest Health Plan	Buena Vista Services	Ś	92,000.00		92,000.00		\$	-
Open	24000134 - California Depart of Technology - MSFT 5-yr	California Department of Technology	\$	275.000.00		275.000.00		\$	_
Open	20230030 - On-Call Graphic Design Services	Cartwright Design Studio	Ś	100,000.00		100.000.00	•	\$	-
Open	24000144 - Redwood Tower Agreement	CCATT LLC	Ś	167,500.00		167.500.00		\$	-
Open	23000038 - Annual Audit Fiscal Year 22-23	Chavan & Associates, LLP	Ś	53,015.00		53,015.00		\$	_
Open	24000043 - 2-Year Latino Outdoors Outreach Partnership	Community Initiatives	\$	88,000.00		88,000.00		\$	_
Open	20220141 - Biological Monitoring & Permit for Alpine Rd Regio	Condor Country Consulting	Ś	83,579.00		51,293.50		\$	-
Open	23000026 - Alma Cultural Landscape Plant Install. & Maint.	Confluence Restoration	\$	246.612.00		323.064.06			_
Open	24000020 - Aima Cultural Editoscape Frant Install. & Maintenance	Confluence Restoration	Ś	62,320.00		62,320.00		\$	-
Open	20220090 - Ridgeline Easement Monitoring	Cotton, Shires and Associates, Inc.	Ś	48,500.00		59,445.00		\$	_
Open	24000117 - Multi-year Radio Communication Services Contract	County of Santa Clara Comm Dept	\$	50,000.00		129,736.15		\$	_
Open	23000117 - Watti-year Nadio Communication Services Contract	CSW-Stuber-Stroeh Engineering Group Inc	\$	181.188.00		181.188.00		+	-
Open	24000001 - Purisima-to-the-Sea Parking Area	CSW-Stuber-Stroeh Engineering Group Inc	Ś	450,450.00		450,450.00		\$	_
Open	24000011 - Full Silina-to-che-sea Falking Area  24000112 - Hwy 35 Multi-use Trail Crossing and Parking Area	CSW-Stuber-Stroeh Engineering Group Inc	\$	410,885.00		410.885.00		•	-
Open	23000174 - Custodial Services, Multiple Locations	Del Rey Building Maintenance	\$	693,111.00		693,111.00		•	
Open	20200062 - IPM: Revitalize Stream, Upland, and Wetland Habita	Ecological Concerns. Inc.	\$	132.990.00		265.989.22		\$	-
Open	20200078 - Plant Install. & Maint. of Multiple Mitigation Sit	Ecological Concerns, Inc.  Ecological Concerns, Inc.	\$	850,123.00		328,442.12		\$	-
			Ś	150,000.00		472,145.00		\$	_
Open	20220060 - Grant-Funded Forest Health and Ecosystem Resilienc 24000005 - Alpine Road Plant Installation and Maintenance	Ecological Concerns, Inc. Ecological Concerns, Inc.	\$	191,460.00		211,160.00		7	19,640.79
Open			\$						15,040.79
Open	20210089 - AO Interpretive Planning and Design	Edquist Davis Exhibits	\$	78,000.00		12,305.00		\$	
Open	24000110 - AO 1st Floor Suite 400 Cubical Installation	EMID Design Group		110,939.12		111,890.86			-
Open	20210074 - PA Legislative Consulting and Lobbying Services	Environmental & Energy Consulting	\$	79,070.00		174,160.00		\$	
Open	23000029 - GIS Software Enterprise Agreement Renewal	Environmental Systems Research Institute, Inc.	\$	165,000.00		55,000.00		\$	-
Open	20230025 - On-Call Graphic Design Services	Eric Gouldsberry Art Direction	\$	100,000.00		98,076.25		\$	-
Open	20200015 - Radio Communications System Assessment and Master	Forrest Telecom Engineering, Inc.	\$	111,000.00		137,364.00		\$	-
Open	20220154 - Compensation and Classification Services	Gallagher Benefit Services, Inc.	\$	50,000.00	Ş	164,955.00	\$ -	\$	-

#### CONTINGENCY USAGE REPORT

Contract   Column				Original Contract		Rev	ised Contract			
Statut								Board Authorized	Contingency	
2019/0944 - Bear Creek Dump Investigation   Second Consultants Inc.   \$ 54,883.00   \$ 43,932.41   \$ 7,158.00   \$ 1,0524.36	Status	Contract	Vandar	-		-				0
20000143 - Rener Creek Referenced Register Frages   Sospen N. Sell, Inc.     2,650,465,00   5   242,594,36   5   330,713.00   5   102,724.16		** ***								U
Company   20,00013   Lever Algorine Float Regional Float Construction   Caranter Rook Company   \$ 1,056,023.00   \$ 1,256,122.00   \$ 227,994.00   \$ 6,440.00   \$ 1,000.00   \$										22426
2000313 - Lower Algine Road Retaining Wall Project   Community England & Plant Landscape Maintenance at Classroots Cologo   Community England & Plant Landscape Maintenance at Classroots Cologo   20202014 - Community England & Plant Landscape Maintenance at Classroots Cologo   20202014 - Community England & Plant Landscape Maintenance at Classroots Cologo   20202015 - Service Incompany on Device Landscape Maintenance at Classroots Cologo   20202015 - Service Landscape Maintenance at Classroots Cologo   20202015 - Service Landscape Maintenance at Classroots Cologo   20202015 - Service Landscape Maintenance at Classroots Cologo   20202016 - Service Landscape Maintenance at Classroots Cologo   20202017 - Service Landscape Maintenance at Cologo   20202017 - Service Landscape Maintenance Attenance Attenance Attenance Attenance Attenance Attenance Attenance Attenance Att	_									234.30
Dept.				- Y						440.00
Dept.   20230014   Community Engrent By Plant Landscape Ministruence at   Crassroots Ecology   \$ 281,500.00   \$ 281,500.00   \$ - \$   \$   \$   \$   \$   \$   \$   \$   \$				Y				-/	- ,	410.00
2000H3   2	_	,	07	Y					т	-
	_		07						•	-
Digne   20/20/0062   Revenuewood Revergetation and Plant Multimerance   Interford Applied Restoration & Conserve   \$ 38,679.00   \$ 27,828.38   \$ 5,729.00   \$ - 0.000   \$ - 0.0000   \$ - 0.0000   \$ - 0.0000   \$ - 0.0000   \$ - 0.0000   \$ - 0.0000   \$ - 0.0000   \$ - 0.0000   \$ - 0.00000   \$ - 0.00000   \$ - 0.00000   \$ - 0.000000   \$ - 0.0000000   \$ - 0.000000000   \$ - 0.0000000000   \$ - 0.000000000000000000000000000000000				Y						
Digne				Ÿ						
Open   2020011.1 Bear Creek Stables Improvements (Water System Des)   Hydroscience Engineers   S									•	
Dept.   2300313. Fleet Transition Plan					-,		/		•	
Dept.				\$	87,190.00	\$			•	
Dignary   Dign				\$	-	\$			•	
Depen				т —	,		/-		т	
Deen   23000071 - Legal Services for Unlawful Detainer   Lawrence R. Jensen B. Associates   \$ 1,0000.00   \$ 7,000.00   \$ - \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ .						_			\$	
Depen   20210148 - 2021 Legal services for negotiations and related m   Lebert Casidy Whitmore   \$ 5,000.00   \$ 128,854.00   \$ 5	Open			Y					\$	
Deen   20230024 - On-Call Graphic Design Services   lowercase productions LLC   \$ 100,000,000   \$ 1,000,000   \$ 5	Open	23000071 - Legal Services for Unlawful Detainer	Lawrence R. Jensen & Associates		10,000.00	\$			т	-
Depart   20230028 - RSA Multimodal Access Proprinty   Shuttle Vis Prgm   Meed and Hunt, Inc.   \$ 84,403.00   \$ 9,078.00   \$ 1,7673.00   \$ 4,820.00	Open	20210148 - 2021 Legal services for negotiations and related m	Liebert Cassidy Whitmore	\$	50,000.00	\$	128,854.00	\$ -		-
Dept.   24000121 - Pursima-to-Sea Trail Regulatory Permit Support   Mig., inc.   \$ 9,0789.00   \$ 9,789.00   \$ 1,342.00   \$	Open	20230024 - On-Call Graphic Design Services	lowercase productions LLC	\$	100,000.00	\$	100,000.00	\$ -	\$	-
Depart   20230023 - On Call Graphic Design Services   Modu Design, Inc.   \$ 100,000.00   \$ 97,775.00   \$ - 0.000	Open	20230028 - RSA Multimodal Access Priority1 Shuttle Svs Prgm	Mead and Hunt, Inc.	\$	84,403.00	\$	84,403.00	\$ 7,673.00	\$ 4,8	820.00
Deep   20190015 - Programmatic Environmental Permitting   Montrose Environmental Solutions, Inc.   \$ 99,734.00   \$ 339,508.56   \$ 81,507.00   \$ - 0.00	Open	24000121 - Purisima-to-Sea Trail Regulatory Permit Support	Mig, Inc.	\$	90,789.00	\$	90,789.00	\$ 11,842.00	\$	-
Open   23000121 - New Administrative Office Facility   Noll & Tam Architects   \$ 87,675.00   \$ 87,675.00   \$ 6,438.00   \$ 2,750.00   \$ 9,000.00   \$ 12,300.0068 - \$ \$ \$ \$ 137,880.00   \$	Open	20230023 - On-Call Graphic Design Services	Modiv Design, Inc.	\$	100,000.00	\$	97,775.00	\$ -	\$	-
Open	Open	20190015 - Programmatic Environmental Permitting	Montrose Environmental Solutions, Inc.	\$	99,734.00	\$	339,508.56	\$ 81,507.00	\$	-
Open	Open	23000121 - New Administrative Office Facility	Noll & Tam Architects	Ś	87.675.00	Ś	87.675.00	\$ 6,438.00	\$ 2,7	750.00
Open				Ś					\$ 9,0	044.98
Depen				Ś					\$	-
Depen	_						-,	•	\$ 13.6	613.00
Dept										-
Depen							,	•		-
Dept	_									913.75
Den   23000232 - Bear Creek Redwoods Landfill Cleanup Project   PARC Environmental   \$ 192,395.00 \$ 206,741.71 \$ 28,859.00 \$ 14,346.71								, ,		-
Dept   23000107 - Hawthorns Area Plan   PGA Design, Inc.   \$ 50,000.00 \$ 6,9155.00 \$ 5,000.00 \$ - \$			, .	т		_				346 71
Den   2400145 - Skeggs Point Antenna Site Lease   Pinnacle Towers LLC   \$ 66,262.57 \$ 66,262.57 \$				т -			/			-
Open   20190184 - BGR Phase 2 Trail Design and Permitting   Questa Engineering Corp.   \$ 258,750.00 \$ 327,511.51 \$ 96,060.00 \$ - Open   24000007 - Paulin Crossing and Slide Repair Project   Questa Engineering Corp.   \$ 160,050.00 \$ 160,050.00 \$ 15,000.00 \$ - Open   240000183 - Guadalupe Creek Crossing Replacement   Questa Engineering Corp.   \$ 164,868.00 \$ 164,868.00 \$ 144,988.00 \$ - Open   24000016 - Diversity, Equity and inclusion Services   ReadySet Solution Co   \$ 265,794.00 \$ 265,794.00 \$ 34,669.00 \$ - Open   22020046 - Human-Mountain Lion Interaction Study   Regents of the University of California   \$ 500,000.00 \$ 326,254.96 \$ - \$ - Open   2200016 - Temp Staffing for Finance & Accounting Functions   Robert Half International, Inc   \$ 50,000.00 \$ 200,000.00 \$ - \$ - \$ - Open   2400027 - District Office Server Refresh   Roundstone Solutions Inc.   \$ 335,185.00 \$ 342,959.50 \$ - \$ - Open   22002032 - La Honda Creek Feasibility Study   Royston Hanamoto Alley & Abey   \$ 374,714.00 \$ 241,088.99 \$ 53,765.00 \$ 53,623.56 Open   22000137 - Sierra Azul Ranger Housing Project   SAE Consulting Engineering   \$ 365,730.00 \$ 393,060.23 \$ 36,573.00 \$ 273,330.23 Open   24000137 - Sierra Azul Ranger Housing Project   SAE Consulting Engineering   \$ 575,000.00 \$ 590,956.03 \$ 86,250.00 \$ 12,764.82 Open   20190103 - American Badger and Burrowing Owl Habitat Suitabil   San Francisco Bay Bird Observatory   \$ 235,675.00 \$ 50,000.00 \$ 50,000.00 \$ 5 - \$ - Open   20200018 - Sierra Azul Ranger Housing Project   San Mateo County Resource Conserv Dist   \$ 50,000.00 \$ 50,000.00 \$ 5 - \$ - Open   20200018 - Sierra Azul Ranger Housing Project   San Mateo County Resource Conserv Dist   \$ 50,000.00 \$ 50,000.00 \$ 5 - \$ - \$ - Open   20200018 - Sierra Azul Ranger Housing Project   San Mateo County Resource Conserv Dist   \$ 50,000.00 \$ 5 - \$ - \$ - Open   2020018 - Sierra Ranger Ran				Y					•	
Open         24000007 - Paulin Crossing and Silde Repair Project         Questa Engineering Corp.         \$ 160,050.00         \$ 160,050.00         \$ 15,000.00         \$ 14,988.00         \$ 164,868.00         \$ 14,988.00         \$ 14,088.00         \$ 14,088.00         \$ 14,08.00         \$ 14,088.00         \$ 14,088.00         \$ 14,088.00         \$ 14,088.00         \$ 14,088.00         \$ 14,088.00         \$ 14,088.00         \$ 14,088.00         \$ 1				Y					•	
Open         24000138 - Guadalupe Creek Crossing Replacement         Questa Engineering Corp.         \$ 164,868.00         \$ 164,868.00         \$ 14,988.00         \$ -0           Open         24000016 - Diversity, Equity and Inclusion Services         ReadySet Solution Co         \$ 265,794.00         \$ 265,794.00         \$ 34,669.00         \$ -0           Open         22010046 - Human-Mountain Lion Interaction Study         Regents of the University of California         \$ 500,000.00         \$ 326,254.96         \$ -         \$ -           Open         23000156 - Temp Staffing for Finance & Accounting Functions         Robert Half International, Inc         \$ 500,000.00         \$ 200,000.00         \$ -         \$ -           Open         24000027 - District Office Server Refresh         Roundstone Solutions Inc.         \$ 335,185.00         \$ 342,959.50         \$ -         \$ -           Open         22020032 - La Honda Creek Feasibility Study         Royston Hanamoto Alley & Abey         \$ 374,714.00         \$ 241,088.99         \$ 53,765.00         \$ 53,623.56           Open         23000176 - LHC White Barn Structural Stabilization Project         SAE Consulting Engineering         \$ 365,730.00         \$ 393,060.23         \$ 36,673.00         \$ 27,330.23           Open         24000137 - Sierra Azul Ranger Housing Project         SAE Consulting Engineering         \$ 575,000.00         \$ 590,956.03				т					•	
Den   24000016 - Diversity, Equity and Inclusion Services   ReadySet Solution Co   \$ 265,794.00   \$ 34,669.00   \$ - Open   20210046 - Human-Mountain Lion Interaction Study   Regents of the University of California   \$ 500,000.00   \$ 326,254.96   \$ - \$ - \$ - Open   23000156 - Temp Staffing for Finance & Accounting Functions   Robert Half International, Inc   \$ 50,000.00   \$ 200,000.00   \$ - \$ - \$ - Open   24000027 - District Office Server Refresh   Roundstone Solutions Inc.   \$ 335,185.00   \$ 342,959.50   \$ - \$ - \$ - Open   20220032 - La Honda Creek Feasibility Study   Royston Hanamoto Alley & Abey   \$ 374,714.00   \$ 241,088.99   \$ 53,765.00   \$ 53,623.56   \$ - \$ - \$ - Open   23000176 - LHC White Barn Structural Stabilization Project   SAE Consulting Engineering   \$ 365,730.00   \$ 393,060.23   \$ 36,573.00   \$ 27,330.50   \$ 27,330.50   \$ 20,000.00   \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$				Y						
Open         20210046 - Human-Mountain Lion Interaction Study         Regents of the University of California         \$ 500,000.00         \$ 326,254.96         \$ -         \$           Open         23000156 - Temp Staffing for Finance & Accounting Functions         Robert Half International, Inc         \$ 50,000.00         \$ 200,000.00         \$ -         \$ -           Open         24000027 - District Office Server Refresh         Roundstone Solutions Inc.         \$ 335,185.00         \$ 342,959.50         \$ -         \$ -           Open         20220032 - La Honda Creek Feasibility Study         Royston Hanamoto Alley & Abey         \$ 374,714.00         \$ 241,088.99         \$ 53,765.00         \$ 53,623.56           Open         23000176 - LHC White Barn Structural Stabilization Project         SAE Consulting Engineering         \$ 365,730.00         \$ 393,060.23         \$ 36,733.00         \$ 27,330.23           Open         24000137 - Sierra Azul Ranger Housing Project         SAE Consulting Engineering         \$ 575,000.00         \$ 590,956.03         \$ 86,250.00         \$ 12,764.82           Open         20190103 - American Badger and Burrowing Owl Habitat Suitabil         San Francisco Bay Bird Observatory         \$ 235,675.00         \$ 22,611.94         \$ 21,425.00         \$ 2,761.94         \$ 21,425.00         \$ 22,611.94         \$ 21,425.00         \$ 2,761.94         \$ 21,425.00         \$ 2,761.94				\$					•	
Open         23000156 - Temp Staffing for Finance & Accounting Functions         Robert Half International, Inc         \$ 50,000.00         \$ 200,000.00         \$ -         \$ -           Open         24000027 - District Office Server Refresh         Roundstone Solutions Inc.         \$ 335,185.00         \$ 342,959.50         \$ -         <				\$						
Open         24000027 - District Office Server Refresh         Roundstone Solutions Inc.         \$ 335,185.00         \$ 342,959.50         \$ -         \$ -           Open         20220032 - La Honda Creek Feasibility Study         Royston Hanamoto Alley & Abey         \$ 374,714.00         \$ 241,088.99         \$ 53,765.00         \$ 53,623.56           Open         23000176 - LHC White Barn Structural Stabilization Project         SAE Consulting Engineering         \$ 365,730.00         \$ 393,060.23         \$ 36,573.00         \$ 27,330.23           Open         24000137 - Sierra Azul Ranger Housing Project         SAE Consulting Engineering         \$ 575,000.00         \$ 590,956.03         \$ 86,250.00         \$ 12,764.82           Open         20190103 - American Badger and Burrowing Owl Habitat Suitabil         San Francisco Bay Bird Observatory         \$ 235,675.00         \$ 22,611.94         \$ 21,425.00         \$ -           Open         20230018 - District-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -         \$ -           Open         23000158 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 333,213.95         \$ 41,202.76         \$ -           Open         23000021 - Highway 17 Bike/Ped Trail & Wildlife Crossing         Santa Clara Valley Trans				Ψ					Y	
Open         20220032 - La Honda Creek Feasibility Study         Royston Hanamoto Alley & Abey         \$ 374,714.00         \$ 241,088.99         \$ 53,765.00         \$ 53,623.56           Open         23000176 - LHC White Barn Structural Stabilization Project         SAE Consulting Engineering         \$ 365,730.00         \$ 393,060.23         \$ 36,573.00         \$ 27,330.23           Open         24000137 - Sierra Azul Ranger Housing Project         SAE Consulting Engineering         \$ 575,000.00         \$ 590,956.03         \$ 86,250.00         \$ 12,764.82           Open         20190103 - American Badger and Burrowing Owl Habitat Suitabil         San Francisco Bay Bird Observatory         \$ 235,675.00         \$ 22,611.94         \$ 21,425.00         \$ -           Open         20230018 - District-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -           Open         23000158 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 333,213.95         \$ 41,202.76         \$ -           Open         230001210 - Highway 17 Biske/Ped Trail & Wildlife Crossing         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 5,700,000.00         \$ -         \$ -           Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa				- 7		_			Ŷ	
Open         23000176 - LHC White Barn Structural Stabilization Project         SAE Consulting Engineering         \$ 365,730.00         \$ 393,060.23         \$ 36,573.00         \$ 27,330.23           Open         24000137 - Sierra Azul Ranger Housing Project         SAE Consulting Engineering         \$ 575,000.00         \$ 590,956.03         \$ 86,250.00         \$ 12,764.82           Open         20190103 - American Badger and Burrowing Owl Habitat Suitabil         San Francisco Bay Bird Observatory         \$ 235,675.00         \$ 22,611.94         \$ 21,425.00         \$ -           Open         20230018 - District-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -           Open         23000213 - Bistrict-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -         \$ -           Open         230002158 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 550,000.00         \$ - <td< td=""><td></td><td></td><td></td><td>- 7</td><td></td><td></td><td></td><td></td><td>7</td><td></td></td<>				- 7					7	
Open         24000137 - Sierra Azul Ranger Housing Project         SAE Consulting Engineering         \$ 575,000.00         \$ 590,956.03         \$ 86,250.00         \$ 12,764.82           Open         20190103 - American Badger and Burrowing Owl Habitat Suitabil         San Francisco Bay Bird Observatory         \$ 235,675.00         \$ 22,611.94         \$ 21,425.00         \$ -           Open         20230018 - District-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -           Open         23000158 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 550,000.00         \$ -         \$ -           Open         23000210 - Highway 17 Bike/Ped Trail & Wildlife Crossing         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 5,700,000.00         \$ -         \$ -           Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa Clara Valley Water District         \$ 60,630.00         \$ 37,378.50         \$ -         \$ -           Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 19,960.00         \$ -         \$ -           Open         22000008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993				Y				, ,		
Open         20190103 - American Badger and Burrowing Owl Habitat Suitabil         San Francisco Bay Bird Observatory         \$ 235,675.00         \$ 22,611.94         \$ 21,425.00         \$ -           Open         20230018 - District-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -           Open         23000128 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 333,213.95         \$ 41,202.76         \$ -           Open         23000210 - Highway 17 Bike/Ped Trail & Wildlife Crossing         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 37,378.50         \$ -         \$ -           Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 37,378.50         \$ -         \$ -           Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 109,659.00         \$ 9,960.00         \$ -           Open         22000008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects						_				
Open         20230018 - District-Wide Fuel Reduction Implementation         San Jose Conservation Corps         \$ 200,000.00         \$ 550,000.00         \$ -         \$ -           Open         23000158 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 333,213.95         \$ 41,202.76         \$ -           Open         23000210 - Highway 17 Bike/Ped Trail & Wildlife Crossing         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 5,700,000.00         \$ -         \$ -           Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 37,378.50         \$ -         \$ -           Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 109,659.00         \$ 9,960.00         \$ -           Open         20200008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         23000137 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         <										764.82
Open         23000158 - San Greg Crk Fish Hab Enhance, Apple Orchard Ph.2         San Mateo County Resource Conserv Dist         \$ 50,000.00         \$ 333,213.95         \$ 41,202.76         \$ -           Open         23000210 - Highway 17 Bike/Ped Trail & Wildlife Crossing         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 5,700,000.00         \$ -         \$ -           Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa Clara Valley Water District         \$ 60,630.00         \$ 37,378.50         \$ -         \$ -           Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 109,659.00         \$ 9,960.00         \$ -           Open         20200008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ 95,344.76	Open					_			•	-
Open         23000210 - Highway 17 Bike/Ped Trail & Wildlife Crossing         Santa Clara Valley Transportation Auth         \$ 1,500,000.00         \$ 5,700,000.00         \$ -         \$ -           Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa Clara Valley Water District         \$ 60,630.00         \$ 37,378.50         \$ -         \$ -           Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 109,659.00         \$ 9,960.00         \$ -           Open         20200008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00	Open								•	
Open         20190008 - Costsharing Agreement for Guadalupe River Coordina         Santa Clara Valley Water District         \$ 60,630.00         \$ 37,378.50         \$ -         \$ -           Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 109,659.00         \$ 9,960.00         \$ -           Open         20200008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ -         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00         \$ -	Open			т					•	
Open         24000037 - Webb Creek Culvert Replacement Project         Sherwood Design Engineers         \$ 109,659.00         \$ 109,659.00         \$ 9,960.00         \$ -           Open         20200008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.0         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ -         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00         \$ -	Open								т	
Open         20200008 - La Honda Forest Management Plan         Sicular Environmental Consulting         \$ 91,993.00         \$ 73,374.51         \$ 12,000.00         \$ -           Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ -         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00         \$ -         \$ -	Open	20190008 - Costsharing Agreement for Guadalupe River Coordina	Santa Clara Valley Water District			т			-	-
Open         24000158 - Skyline Field Office Renovation Project         Siegel & Strain Architects         \$ 632,156.00         \$ 632,156.00         \$ 69,688.00         \$ -           Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ -         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00         \$ -         \$ -	Open	24000037 - Webb Creek Culvert Replacement Project	Sherwood Design Engineers						•	
Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ -         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00         \$ -         \$ -	Open	20200008 - La Honda Forest Management Plan	Sicular Environmental Consulting	\$	91,993.00	\$	73,374.51	\$ 12,000.00	\$	-
Open         20190037 - Fire Ecology Services: Prescribed Fire Program         Spatial Informatics Group LLC         \$ 116,438.00         \$ 65,329.86         \$ 44,400.00         \$ -           Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$ -         \$ 95,344.76         \$ 14,153.00         \$ -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$ 173,000.00         \$ 173,000.00         \$ -         \$ -	Open	24000158 - Skyline Field Office Renovation Project	Siegel & Strain Architects	\$	632,156.00	\$	632,156.00	\$ 69,688.00	\$	- 1
Open         23000137 - AO Interpretive Wall Fabrication         Square Signs, LLC         \$         -         \$         95,344.76         \$         14,153.00         \$         -           Open         20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev         The Regents of the University of Calif         \$         173,000.00         \$         -         \$	Open	20190037 - Fire Ecology Services: Prescribed Fire Program		\$	116,438.00	\$	65,329.86	\$ 44,400.00	\$	-
Open 20220145 - SOD Blitz Events&Forest Health&Resiliency Peer Rev The Regents of the University of Calif \$ 173,000.00 \$ 173,000.00 \$ - \$ -	Open		Square Signs, LLC	\$		\$	95,344.76	\$ 14,153.00	\$	-
	Open		The Regents of the University of Calif	\$	173,000.00	\$			\$	-
	Open	20220146 - Trail Engineering - La Honda and Coal Creek		Ś					\$	-

# ATTACHMENT A

#### CONTINGENCY USAGE REPORT

			Original Contract	Revised Contract			
			Amount	Amount	<b>Board Authorized</b>	Contingency	
Status	Contract	Vendor	(Column D)	(Column E)	Contingency	Expensed on PO	
Open	24000008 - Purisima-to-the-Sea Trail Engineering	Timothy C Best	\$ 117,921.00	\$ 117,921.00	\$ 15,381.00	\$ -	
Open	20210101 - Tyler Munis ERP Migration	Tyler Technologies Inc	\$ 497,289.00	\$ 257,922.00	\$ 19,800.00	\$ 4,000.00	
Open	23000197 - Administrative Layout Modifications	United Builders Corp.	\$ 277,260.00	\$ 344,257.62	\$ 31,004.00	\$ 28,224.66	
Open	23000113 - Cloverdale Land Opp. & DW Aquatic Habitat Asses.	US Geological Survey	\$ 198,363.99	\$ 198,363.99	\$ -	\$ -	
Open	20210043 - Mitigation Monitoring and Reporting, 8 Sites for 5	Vollmar Natural Lands Consulting, Inc	\$ 109,422.00	\$ 58,521.00	\$ 8,130.00	\$ -	
Open	20220099 - Prep of Habitat Restoration Plans, Irish Ridge Are	Vollmar Natural Lands Consulting, Inc	\$ 60,000.00	\$ 159,197.00	\$ 16,082.00	\$ -	
Open	20200031 - Water Rights Services	Wagner & Bonsignore	\$ 100,000.00	\$ 86,435.85	\$ -	\$ -	
Open	20190090 - Alpine Road Trail Improvements- Design & Engineeri	Waterways Consulting	\$ 302,429.00	\$ 100,203.12	\$ 35,882.00	\$ -	
Open	20190181 - Structure Stabilization at Multiple Preserves	ZFA Structural Engineers	\$ 203,130.00	\$ 53,511.11	\$ 37,468.00	\$ -	

Total	\$ 31,234,068.33	\$ 38,256,909.31	\$ 3,306,547.67	\$ 429,720.74
Percentage based on Original Amount (Column D)			10.59%	1.38%
Percentage based on Revised Amount (Column E)			8.64%	1.12%