



Midpeninsula Regional
Open Space District

PROCUREMENT AGENDA ITEM

R-24-150
Meeting 24-32
December 11, 2024

AGENDA ITEM 6

AGENDA ITEM

Award of Contract to Montrose Environmental to provide California Environmental Quality Act and Permitting Services for Storm Damage Repair Projects at Purisima Creek Redwoods Open Space Preserve

GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to execute a contract with Montrose Environmental to provide California Environmental Quality Act and permitting consulting services for storm damage repair projects at Purisima Creek Redwoods Open Space Preserve for a not-to-exceed base contract amount of \$197,812.
2. Authorize an allowance in the amount of \$19,781 to cover FEMA and NEPA Compliance Services should they be required during the FEMA review period.
3. Authorize a 10% contingency in the amount of \$19,781 to cover unforeseen tasks or technical studies beyond the current scope, bringing the total not-to-exceed contract amount to \$237,374.

DISCUSSION

The Midpeninsula Regional Open Space District (District) solicited proposals from consultants to provide environmental review and permitting services for storm damage repair projects along the Purisima Creek Trail in the Purisima Creek Redwoods Open Space Preserve (Attachment 1) resulting from 2022/23 winter storms. Key repairs and site improvements will be incorporated into and evaluated in accordance with the California Environmental Quality Act (CEQA) for potential environmental impacts and will include the following:

- **Landslide areas:** Six (6) sites that washed out/failed, impeding safe vehicle passage for District (and other) vehicles, including emergency response vehicles.
- **Bridges:** Repairs to the abutments or replacement of two (2) repurposed rail car bridges that were undercut by stream bank erosion, also impeding safe passage.

The General Manager recommends awarding a contract to Montrose Environmental for a not-to-exceed base contract amount of \$197,812, to perform CEQA consulting services, including technical reports, and permitting assistance for the storm damage repair projects at Purisima Creek Redwoods Open Space Preserve. Financial assistance from the Federal Emergency Management Agency (FEMA) has been requested to fund a portion of the Project. Because the

Project is still under FEMA review, the General Manager recommends authorizing an allowance in the amount of \$19,781 to cover additional FEMA and NEPA Compliance Services should they be required during FEMA review. In addition, the General Manager recommends a ten percent (10%) contingency in the amount of \$19,781 to cover unforeseen additional services.

Contract Scope of Work

The consultant team includes Environmental Planners, Historic and Cultural Resource Consultants, Biologists and Project Managers to perform the following tasks:

- Review all background material, conduct site visit/assessment and develop list of recommended additional technical assessments necessary to complete the environmental review pursuant to CEQA
- Conduct Historic and Cultural Resource Constraints Assessments and possibly Historic and/or Cultural Resource Evaluation Reports
- Conduct Biological and Botanical Resources Assessment Reports
- Prepare an Initial Study Checklist, develop a Project Description, prepare the appropriate environmental review documentation (e.g. an Initial Study/Mitigated Negative Declaration or other)
- Prepare a permitting strategy, complete permit applications and obtain all state and federal resource agency permits required for project completion
- Project Management, including coordination meetings and public meetings

If approved and the project moves forward as scheduled, construction would begin in FY26.

BUDGET / FISCAL IMPACT

- sufficient funds.
- insufficient funds; the next quarterly budget update will include a reallocation of unspent funds from other project budgets to cover for this expenditure.
- insufficient funds; approval of this item requires a fiscal year budget augmentation.
- future fiscal year budgets will include additional funds to complete the contracted work.

Measure AA

- No, this contract is not part of a Measure AA project.
- Yes, this contract is part of a Measure AA project.

PROCUREMENT PROCESS AND SELECTION

On August 28, 2024, staff issued a Request for Proposals and Qualifications (RFPQ) via Periscope and performed outreach to qualified firms. The District received seven (7) proposals by the September 27, 2024 deadline. Evaluation criteria were determined prior to the release of the RFPQ that included the quality of proposal, implementation approach and expertise. After review of all seven proposals it was determined that additional tasks for technical studies and regulatory permitting would be required to more efficiently complete CEQA and permitting processes. Therefore, an Addendum to the RFPQ was issued on October 29, 2024 via Periscope

to the seven teams that submitted proposals, requesting proposals that covered the additional tasks. The District received revised proposals from the following six firms.

Consultant	Location	Proposed Fee
ESA (Environmental Science Associates)	San Francisco	\$220,291
Insignia Environmental	Menlo Park	\$211,590
MIG	San Jose	\$177,710
Montrose Environmental	Oakland	\$197,812
Rincon Consultants, Inc.	San Jose	\$278,485
SWCA Environmental Consultants	Half Moon Bay	\$183,842

After a thorough review of all proposals, Montrose was deemed as the most qualified and best suited for the project at a fair and reasonable price. Montrose has relevant experience working on similar projects, has a deep understanding of the issues facing the Purisima Creek Trail and demonstrated a clear understanding of the project, including applicable strategies to utilize the District's Open Space Maintenance and Restoration Program (OSMRP) to reduce necessary deliverables, time and costs.

PRIOR BOARD ACTION SUPPORTING THE PROJECT

August 9, 2023- Board Authorization of FEMA Agreements for Federal Assistance Funding ([R-23-82](#), [minutes](#))

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

Award of contract for consulting services is not a project subject to CEQA. Retention of professional consultants will not result in a direct physical change to the environment [CEQA Guidelines Section 15060(c)(2)] and does not constitute Board approval of the proposed project or related proposed project elements. Potential environmental effects of the Project will be evaluated in accordance with CEQA prior to an award of contract for construction.

NEXT STEPS

Pending Board approval, the General Manager would execute a contract with Montrose Environmental to begin CEQA Consulting Services for storm damage repair projects at Purisima Creek Redwoods Open Space Preserve.

Tentative Schedule

Milestones	Tentative Timeline
Environmental Review	January 2025 – August 2025
Board certification of CEQA document	October 2025
Design and Permitting	March 2025 – March 2026 (Bridges) March 2025 – March 2028 (Slides)

Award of Construction Contract	April 2026 (Bridges) April 2028 (Slides)
Construction Activities	October 2026 (Bridges) October 2028 (Slides)

Attachment(s)

1. Location Map
2. Site Photos

Responsible Department Head:

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Prepared by / Contact person:

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Bridge PC-1



Bridge PC-1



Bridge PC-2



Bridge PC-2