



Midpeninsula Regional  
Open Space District

R-24-137  
Meeting 24-29  
November 13, 2024

## AGENDA ITEM 7

### AGENDA ITEM

Award of Contract with Panorama Environmental, Inc., for Environmental Review Services for the Integrated Pest Management Program

### GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to execute a contract with Panorama Environmental, Inc., for environmental review of the Integrated Pest Management Program, for a base contract amount not-to-exceed \$102,000.
2. Authorize a 10% contingency of \$10,200 to be awarded if necessary to cover unforeseen conditions, for a total not-to-exceed contract amount of \$112,200.

### SUMMARY

Midpeninsula Regional Open Space District (District) staff released a Request for Qualifications and Proposals (RFQP) on August 19, 2024, to solicit environmental review services for a scheduled update to the Integrated Pest Management Program. The General Manager recommends awarding the contract to Panorama Environmental, Inc., for a base amount not to exceed \$102,000 and authorizing a 10% contingency of \$10,200 for a total not-to-exceed contract amount of \$112,200. The project is to be substantially completed by June 30, 2025. There are sufficient funds in the adopted Fiscal Year (FY) 2024-25 budget to cover the anticipated scope of services for this fiscal year.

### DISCUSSION

The District's [Integrated Pest Management Program](#) (IPM) is designed to manage pest populations through manual and mechanical treatment, biological control, habitat manipulation, and modification of cultural practices. The program emphasizes the use of environmentally friendly methods and seeks to minimize the use of chemical pesticides to protect human health and the environment. The Board of Directors approved the original IPM Guidance Manual, which sets the guidelines and requirements for how the District implements its IPM Program, and its accompanying Environmental Impact Report (EIR), on November 13, 2014 (R-14-148). The IPM Guidance Manual undergoes periodic updating to ensure the manual remains up to date with regulatory requirements and operational needs. It was subsequently and most recently updated in 2019, with an accompanying Final EIR addendum, which were both approved by the Board on February 27, 2019.

The District is ready for the next IPM Guidance Manual update. Under the proposed contract, the District would analyze the IPM Program in the context of the California Environmental Quality Act (CEQA), identifying recent state and federal regulatory requirements (e.g., protections for newly listed special status species) and new pertinent guidelines needed to address emerging pest management issues for inclusion into the IPM Guidance Manual and revise the IPM CEQA documentation accordingly. Updates for this next round of review and revisions may include:

- Treatment of termites in human-occupied or historic buildings;
- Treatment options already approved in the IPM Program under one category added to another; and
- Updates to the Approved Pesticide List (i.e., removal, substitution, or addition of active ingredients).

### ***Consultant Selection***

On August 19, 2024, staff released a Request for Qualifications and Proposals (RFQP) on BidSync and posted a notification on the District’s website. Two firms attended the mandatory pre-proposal meeting on September 9, 2024. One firm submitted a proposal by the September 23, 2024, deadline.

Firm	Location	Proposed Fees
Panorama Environmental, Inc	San Francisco, CA	\$102,000

Staff reviewed the proposal and deemed Panorama Environmental, Inc., qualified for the project. Panorama Environmental, Inc., previously provided environmental review services for the District’s Wildland Fire Resiliency Program on time and under budget. Based on recent services procured by the District for environmental review and documentation (including the CEQA addendums for both the IPM Program and Wildland Fire Resiliency Program), Panorama Environmental, Inc.’s proposal is deemed to be at a fair and reasonable price.

### **FISCAL IMPACT**

There is sufficient funding in the current budget to cover the cost of the recommendation.

### **PRIOR BOARD AND COMMITTEE REVIEW**

On November 13, 2014, the Board certified the Final Environmental Impact Report (FEIR) and adopted the IPM Program ([R-14-148](#), [Minutes](#)).

On February 27, 2019, the Board approved an addendum to the FEIR for the IPM Program ([R-19-11](#), [Minutes](#)).

### **PUBLIC NOTICE**

Public notice was provided as required by the Brown Act.

### **CEQA COMPLIANCE**

The proposed award of contract does not constitute a project under CEQA. However, the scope of work under the contract includes environmental review in accordance with CEQA of any recommended updates to the District's IPM Guidance Manual.

**NEXT STEPS**

Following Board approval, the General Manager will execute a contract with Panorama Environmental to support the review of the IPM Program and complete environmental review as required under CEQA. Proposed amendments to the IPM Program FEIR will be presented to the Board for approval at a future meeting.

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