



## **County of Santa Cruz Board of Supervisors**

### **Agenda Item Submittal**

**From:** Community Development and Infrastructure

**Subject:** Extension of term for the on-call list of environmental consultants

**Meeting Date:** May 20, 2025

**Formal Title:** Approve an extension for the on-call environmental consulting services list, and take related actions

### **Recommended Actions**

1. Approve a one-year extension to the term for the on-call environmental consulting services list through June 30, 2026;
2. Authorize the use of the current Standard Services Contract, and
3. Authorize staff to issue purchase orders and contractors under \$200,000, as needed, with the on-call consultants.

### **Executive Summary**

Staff recommend an extension to the term of an approved list of on-call consultants for environmental consulting services through June 30, 2026.

### **Discussion**

On July 2, 2022, the Pajaro Storm Drain Maintenance District (PSDMD) issued a Request for Qualifications (RFQ) to develop an on-call list of consultants capable of providing environmental planning and support services. The top five qualified firms were approved by the PSDMD Board of Directors on September 20, 2022. The approved firms include Environmental Science Associates, GEI Consultants, Horizon Water and Environment, Kittleson Environmental Consulting, and SWCA Environmental Consultants. The scope of services include:

- Environmental Planning
- Environmental Review
- Federal, State and Local Compliance
- Permit Application, Coordination, and Review
- Resource Investigations
- Conceptual Design and Engineering Review
- Project Management

On February 27, 2024, the Board of Supervisors approved the adoption of PSDMD's on-call environmental consultants list for use by the Flood Control Division of Community Development and Infrastructure, and authorized staff to issue purchase orders or award contracts, as needed, through June 30, 2025.

When these firms are selected for specific projects, independent contractor agreements are brought to the Board for approval for any contract exceeding \$200,000. Purchase orders or independent contractor agreements are issued for services performed for under \$200,000.

Per the RFQ, the on-call service terms may be extended for up to two one-year periods, based upon satisfactory performance. Staff anticipate the need for environmental consulting services in the coming year.

It is therefore recommended that the Board approve an extension to the term of the on-call list with the five consultants listed above for environmental consulting services through June 30, 2026. Staff also recommend that the Board authorize the use of the current County Standard Services Contract.

**Financial Impact**

Each purchase order or contract resulting from this on-call list will be based on the specific needs for each project or task. Funds for each project or task will be drawn from the appropriate Flood Control Division source (GL) for the requested need.

**Strategic Initiatives**

Operational Plan - Comprehensive Health & Safety, Sustainable Environment, Operational Excellence

**Submitted By:**

Matt Machado, Deputy CEO / Director of Community Development and Infrastructure

**Recommended By:**

Carlos J. Palacios, County Executive Officer

**Artificial Intelligence Acknowledgment:**

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.