



Midpeninsula Regional  
Open Space District

R-15-113  
Meeting 15-20  
August 12, 2015

### AGENDA ITEM 3

#### AGENDA ITEM

Amend Contract with Balance Hydrologics, Inc.

#### GENERAL MANAGER'S RECOMMENDATION

A handwritten signature in black ink, appearing to be "S. G. G.", written over the printed text of the General Manager's Recommendation section.

Approve a contract amendment with Balance Hydrologics Inc., increasing the contract by \$39,840, for a total amount not to exceed \$64,840 to continue and expand the Water Resources Inventory Study underway at the Bear Creek Redwoods Open Space Preserve.

#### SUMMARY

The Natural Resources Department initiated a Water Resources Inventory within the Bear Creek Redwoods Open Space Preserve to support and inform the ongoing Preserve planning efforts underway. The General Manager recommends continued monitoring and assessment of the various water resources within the Preserve to better understand the creek flows and water supply potential of several sources in order to best plan for future use of the Preserve. This additional monitoring assessment work requires a contract amendment with Balance Hydrologics, Inc. for an additional \$39,840, for a total project cost not to exceed \$64,840.

#### MEASURE AA

This Water Resources Inventory is being conducted to inform/support a number of the Measure AA Bear Creek Redwoods: Public Recreation and Interpretive Projects (Portfolio # 21, Projects 21-3, 21-4, 21-5, 21-6). These projects are included in the Adopted Measure AA 5-year projects approved by the Board.

#### DISCUSSION

In late May of 2015, a Water Resources Inventory (Inventory) study was initiated at Bear Creek Redwoods OSP. The purpose of this Inventory is to assess historic and existing water sources, use, and infrastructure within the Preserve and to support and inform the ongoing Planning efforts associated with the various Bear Creek Redwoods Public Recreation and Interpretive Projects adopted by the Board in the 5-year Measure AA Project List. To meet these Measure AA projects' established schedules, the Inventory was quickly planned and implemented. Staff researched various District files and documents and referenced water resources to determine an appropriate scope for the study.

Given the time sensitivity and complexities associated with the Inventory, a sole source contract was awarded to Balance Hydrologics, Inc. (Balance) to begin the Inventory based on Balance's

familiarity with the Preserve site and nearby environs. Additionally, Balance has successfully completed projects for the District at a fair and reasonable competitive price, and was immediately available to work on the project. Based on Administrative Policy 04-04 “Administrative Policy: Public Contract Bidding, Vendor, Professional Consultant Selection and Purchasing,” and the Board’s “Public Contract Bidding, Vendor, and Professional Consultant Selection, and Purchasing Policy,” staff is proposing to continue this sole source contract with Balance due to the reasons discussed above. These Board and Administrative policies provide:

“Occasionally, ... supplies, material, equipment, or services are of a unique type, are of a proprietary nature, or are otherwise of such a specific design... or are specifically necessary for purposes of maintaining cost effective system consistency, so as to be available from only one source.”

In accordance with District policy, and given that Balance has performed significant work on this project to date and has a unique familiarity with the Preserve, District staff recommends amending the contract with Balance to allow the project to continue forward in a cost-effective and efficient manner, at a fair and reasonable price.

A number of field assessment days were completed with MROSD staff and Balance staff to locate and identify the numerous water resources within the Preserve. Stream flow and pond water level measurements, limited water quality testing, and an evaluation of existing water infrastructure were conducted by Balance. The recently acquired Holmes property well was also evaluated, including limited pump testing and water quality sampling. An Interim Water Resources Inventory was completed by Balance on June 30, 2015.

District staff and Balance discussed the Interim Inventory findings, data gaps, and next steps. While the Interim Inventory was comprehensive and well done, it was apparent that additional information would be needed to more thoroughly understand the numerous water resources on site. In particular, it is desirable to install additional monitoring equipment, and to continue all monitoring throughout this dry season to better understand the Preserve hydrology and reliability during this year of prolonged drought.

The continued monitoring and incorporation of data collected into a more comprehensive and robust Final Water Resources Inventory requires Board authorization due to exceeding the General Manager’s contracting authority threshold of \$25,000. To date, \$24,934 has been spent for research, field study/monitoring, and to prepare the Interim Inventory Report. The continued monitoring through the end of the dry season, additional work associated with the former Holmes well, and the update/preparation of a Final Water Resources Inventory will require an additional expenditure of \$39,840, for a total project cost not to exceed \$64,840.

## **FISCAL IMPACT**

The fiscal impact of approving this contract amendment is an additional \$39,840 for a not-to-exceed \$64,840 project cost. The funding for all project costs associated with the preparation of the Water Resources Inventory is allocated in the existing Bear Creek Redwoods Preserve Plan budget (GL Account 30-330-8215), authorized for the Planning Department in the FY2015-16 Budget.

## **BOARD COMMITTEE REVIEW**

The Bear Creek Redwoods Preserve Plan process has had substantial Board, Committee, and public review. These reviews have most recently been detailed for the CEQA Scoping Session for the Proposed Bear Creek Redwoods Preserve Plan, at the Board meeting of June 24, 2015 (R-15-92). The subject Water Resources Inventory is one of the further focused studies identified in R-15-92.

## **PUBLIC NOTICE**

Public notice was provided as required by the Brown Act.

## **CEQA COMPLIANCE**

This item is not a project subject to the California Environmental Quality Act.

## **NEXT STEPS**

If the General Manager's recommendation is approved by the Board, a Final Water Resources Inventory for the Bear Creek Redwoods Open Space Preserve will be completed and used to inform water resources options to further refine the Preserve Plan/EIR currently underway.

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