



Midpeninsula Regional
Open Space District

PROCUREMENT AGENDA ITEM

R-25-61
Meeting 25-14
May 14, 2025

AGENDA ITEM 5

AGENDA ITEM

Award of Contracts for On-Call Cultural Resources Services

GENERAL MANAGER'S RECOMMENDATION

Authorize the General Manager to award contracts to eight (8) consultants for On-Call Cultural Resources Services, each contract with a term of four (4) years and a total not-to-exceed amount of \$200,000.

DISCUSSION

The mission of the Midpeninsula Regional Open Space District (District) includes the protection and restoration of natural resources while providing ecologically sensitive public enjoyment. With more than 12,000 years of human history shaping the region, cultural resources are also present on District preserves. The District's Board of Directors (Board) adopted [Resource Management Policies](#) (RM Policies) that define the policies and practices for protecting all sensitive resources on District lands, including cultural resources, outlining the need for cultural resource inventories, monitoring, and preservation. To support the growing complexity and volume of projects and program activities that may trigger cultural resource protective actions, the District recently issued a Request for Proposals solicitation to consider entering into multiple Cultural Resources On-Call Services contracts.

Below are types of Board-adopted programs and projects that have the potential to impact cultural resources, which must follow the RM Policies, Best Management Practices, and/or Mitigation Measures regarding cultural resources, and which require this type of expert consultant support:

Program Activities

- Open Space Maintenance and Restoration Program: Routine activities, including installation, removal, and maintenance of trails, in-stream water infrastructure, fences, ponds, etc., as well as restoration activities.
- [Wildland Fire Resilience Program](#): Vegetation management, including forest health, defensible space, shaded fuel breaks, and removal of fire-prone non-native trees; prescribed and cultural (Tribe-led) burns.
- [Integrated Pest Management Program](#): Management of invasive species and brush.

Projects

- New land acquisitions (as part of due diligence work)

- Development of Master Plans or Use and Management Plans for Preserves
- Public access projects
- Construction or demolition of buildings and facilities

BUDGET / FISCAL IMPACT

The recommended action has no immediate fiscal impact. If approved, funding for on-call cultural resources services will be recommended in future fiscal year budgets during the annual Budget and Action Plan process.

PROCUREMENT PROCESS AND SELECTION

The District released an RFQP for a suite of common cultural resources services on BidNet on March 24, 2025. A courtesy email was also sent to seven (7) firms known to the District through previous cultural resources solicitations. Proposals and Qualifications were due on April 11, 2025 and fourteen (14) proposals were received. Staff reviewed all the submittals, with the table below showing the results of the review.

Consultant ¹	Location	Recommendation
AECOM	Oakland, CA	Top 8 qualified firms – recommended for On-Call Contracts
Albion Environmental	Santa Cruz, CA	
Condor Country Consulting	Martinez, CA	
Eocene Environmental Group	Des Moines, IA ²	
Environmental Science Associates	Petaluma, CA	
Kleinfelder	San Jose, CA	
Pacific Legacy	Berkeley, CA	
SummitWest Environmental	Bend, OR ²	
ALTA	Santa Rosa, CA	Other qualified firms – recommended to be added to Prequalification List
Chronicle Heritage	Berkeley, CA	
1 – Firms are listed in alphabetical order within their respective qualification listing and order is not indicative of ranking. 2 – Local or regional staff identified for project team.		

The General Manager recommends entering into four-year agreements for not-to-exceed contract amounts of \$200,000 per firm for the top eight (8) qualified firms, whose services are offered at a fair and reasonable price. Two other qualified firms will be placed on the District's Prequalification List for up to four years in accordance with the District's administrative procurement policy to be considered for future contract work.

PRIOR BOARD ACTION SUPPORTING THE PROJECT

- On January 11, 2012, the Board approved the Mitigated Negative Declaration, Mitigation Monitoring Program and a Resolution of Findings in accordance with the California Environmental Quality Act (CEQA) and formally adopted the District's RM Policies as applicable to all District owned and/or managed lands ([R-12-05](#), [Minutes](#))
- Since that time, the Board has approved multiple revisions and additions to the RM Policies with the latest on March 23, 2022 ([R-22-10](#), [Minutes](#)).

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

A contract execution is not a project subject to CEQA. Additionally, the proposed activities to be conducted by the selected consultants are categorically exempt from CEQA under Article 19, Section 15306:

Section 15306 exempts basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.

NEXT STEPS

Pending Board approval, the General Manager will enter into on-call agreements with the eight (8) top qualified consultants. As needs arise, the District will issue task orders to complete cultural resources services under these contracts.

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