



Yolo Habitat Conservancy

County of Yolo • City of Davis • City of Winters • City of West Sacramento
City of Woodland • University of California, Davis

To: Verna Sulpizio Hull, Chair
Members of the Board

From: Elisa Sabatini
Executive Director

Re: Approve contract amendments with Estep Environmental Consulting, ICF Jones & Stokes Inc., and Conservation Land Group to extend through June 30, 2025, establish new contracts with Alford Environmental and Yolo Resource Conservation District through June 30, 2025, and amend and extend the terms of Memorandum of Understanding with Yolo County for Administrative Services through June 30, 2025

Date: May 20, 2024

REQUESTED ACTIONS:

1. Approve the contract amendments with Estep Environmental Consulting, ICF Jones & Stokes Inc., and Conservation Land Group to extend through June 30, 2025 (Attachments A-C);
2. Establish new contracts with Alford Environmental and Yolo Resource Conservation District through June 30, 2025 (Attachment D, E);
3. Amend and extend the term of the Memorandum of Understanding with Yolo County for Administrative Services through June 30, 2025 (Attachment F)

BACKGROUND:

Current agreements with Estep Environmental Consulting, ICF Jones & Stokes Inc., Conservation Land Group, and Alford Environmental will expire on June 30, 2024. Staff recommend establishing new contracts or amendments for each of these entities to provide services through June 30, 2025. The attached agreements support implementation of the Yolo HCP/NCCP and are consistent with the proposed FY24-25 budget. The maximum contract amounts and general task descriptions are provided below for each contract.

Estep Environmental Consulting: The proposed contract amendment is for time and would extend the existing \$81,736 agreement through June 30, 2025. Tasks associated with this agreement include review of HCP/NCCP permit coverage applications, reserve system site review and acquisition assistance, elderberry transplantation and riparian restoration assistance, and general habitat and covered species surveys and advisory services as needed.

ICF Jones & Stokes Inc.: The proposed contract amendment is for time and would extend the existing \$171,250 agreement through June 30, 2025. Tasks associated with this agreement include implementation assistance services, such as program administration, land acquisition, restoration, reserve management and reserve monitoring and research.

Conservation Land Group: The proposed contract amendment is for time and would extend the existing \$80,000 agreement to June 30, 2025. Tasks associated with this agreement include technical services to assist with conservation easement acquisitions.

Alford Environmental: The proposed new contract is for \$160,000 through June 30, 2025. Tasks associated with this agreement include management of Yolo HCP/NCCP reserve system development, coordination with wildlife agency staff and partners, grant writing, and other assistance related to implementation of the Yolo HCP/NCCP.

Yolo Resource Conservation District: The Conservancy has a contract with the Yolo RCD in the amount of \$321,000 to assist with various tasks associated with Yolo HCP/NCCP implementation, this contract clarifies the tasks included in the contracts scope of work to make time tracking against tasks more clear for Yolo RCD and YHC staff.

Yolo County: Staff recommends the Board extend the term of the Memorandum of Understanding with the County for administrative services through June 30, 2025. Pursuant to Section 5 of the Memorandum of Understanding, the County's lead assigned staff conferred with the Chair of the Board of Directors about this proposed amendment. Since FY21 these services have been provided by the County. The services will be provided by the Department of Community Services. The FY24-25 budget contemplates \$235,000 for County services including administration, legal, fiscal, accounting, and IT.

ATTACHMENTS:

- Attachment A.** Estep Environmental Consulting Amendment
- Attachment B.** ICF Jones and Stokes Inc. Amendment
- Attachment C.** Conservation Land Group Amendment
- Attachment D.** Alford Environmental Contract
- Attachment E.** Yolo Resource Conservation District Contract
- Attachment F.** Yolo County MOU Amendment

