



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: Leslie Lindbo
Yolo County Director of Community Services

Re: Authorize staff to execute Master Services Agreements with Geocon Consultants, Inc., Frame Surveying and Mapping, Laugenour and Meikle, Bender Rosenthal, Inc., and Garland & Salmon to provide on-call services that support reserve system acquisitions through June 30, 2027

Date: December 9, 2024

REQUESTED ACTIONS:

1. Authorize staff to execute a Master Services Agreement with Geocon Consultants, Inc. for up to \$125,000 to provide on-call environmental services, with a term through June 30, 2027;
2. Authorize staff to execute a Master Services Agreement with Frame Surveying and Mapping for up to \$50,000 to provide on-call surveying services, with a term through June 30, 2027;
3. Authorize staff to execute a Master Services Agreement with Laugenour and Meikle for up to \$100,000 to provide on-call surveying services, with a term through June 30, 2027;
4. Authorize staff to execute a Master Services Agreement with Bender Rosenthal, Inc. for up to \$75,000 to provide on-call appraisal services, with a term through June 30, 2027; and
5. Authorize staff to execute a Master Services Agreement with Garland & Salmon for up to \$75,000 to provide on-call appraisal services, with a term through June 30, 2027.

BACKGROUND:

A variety of specialized services are necessary to complete due diligence requirements and enroll properties into the Yolo HCP/NCCP reserve system. To facilitate the efficient completion of some of the most commonly needed tasks, the Conservancy issued three separate requests for proposals (RFPs) for on-call services in early November: 1) Environmental Services RFP, 2) On-Call Survey, Mapping, and Legal Description Services RFP, and 3) Real Estate Property Appraisal Services RFP. The RFPs were sent directly to 29 different firms (8-12 firms were identified for each RFP solicitation) that had been identified as being qualified for the services being requested based on research conducted by Conservancy representatives and/or had been recommended by staff from member agencies, other Habitat Conservation Plans, land trusts, and other organizations that regularly require similar services. In addition to sending out RFP materials directly to identified firms, the RFPs were posted on the Conservancy's website, the Environmental Services RFP was sent to the California Association of

Environmental Professionals to be distributed to their membership, and the Survey, Mapping, and Legal Description Services RFP was sent to the California Land Surveyor Association for distribution to their membership. Responses to the RFPs were due on December 2nd. Every firm that submitted a proposal was evaluated based on their written proposal, cost/value of services, past work with the Conservancy (if applicable), references, and whether their expertise is well suited to address the particular needs associated with the Conservancy's current and anticipated suite of acquisitions.

Conservancy staff recommend authorization to execute Master Services Agreements with each of the firms identified below for on-call services to be provided through June 30, 2027. Each Master Services Agreement will follow the Conservancy's existing contract template (Attachment A) with minor modifications subject to the review and approval of the Conservancy's legal counsel. Services consistent with each Master Services Agreement will be requested on an as-needed basis using task orders issued by the Executive Director that provide a specific scope of work, project cost, deadline, deliverables, and other details specific to individual projects. The general scope of services for environmental services, survey and mapping services, and appraisal services are provided as Attachments B, C, and D. Expenditures associated with these Master Services Agreements that are anticipated to occur within the remainder of the current fiscal year are consistent with the adopted FY24-25 budget. The maximum contract amounts and general task descriptions are provided below for each contract.

Summary of Master Services Agreements recommended for approval:

Geocon Consultants, Inc.: The proposed Master Services Agreement with Geocon Consultants, Inc. is for up to \$125,000 to provide on-call environmental services through June 30, 2027. The services to be provided include Phase 1 Environmental Site Assessments, Mineral Assessment Reports, and other environmental evaluations as-needed to provide adequate information regarding the potential presence of any hazardous materials and other risks that may impair the conservation values of a property or otherwise pose a liability risk to the Conservancy if enrolled in the Yolo HCP/NCCP reserve system. Geocon Consultants, Inc. has completed assessments for the Conservancy for six previously enrolled Yolo HCP/NCCP reserve system sites under prior contracts and have demonstrated that they have the specific expertise and ability to provide high-quality specialized services in a timely manner.

Frame Surveying and Mapping: The proposed Master Services Agreement with Frame Surveying and Mapping is for up to \$50,000 to provide on-call surveying and mapping services through June 30, 2027. The services to be provided include the preparation of legal surveys and survey maps to delineate conservation easement areas and access easements, boundary surveys, and other surveying and mapping services as needed to support reserve system site enrollment and restoration efforts. Frame Surveying and Mapping has not provided services to the Conservancy in the past; however, they have provided surveying and mapping services in Yolo County for over thirty years to clients including Yolo County, the City of Davis, and the University of California.

Laugenour and Meikle: The proposed Master Services Agreement with Laugenour and Meikle is for up to \$100,000 to provide on-call surveying and mapping services through June 30, 2027. The services to be provided include the preparation of legal surveys and survey maps to delineate conservation easement



areas and access easements, boundary surveys, and other surveying and mapping services as needed to support reserve system site enrollment and restoration efforts. Laugenour and Meikle has provided surveying and mapping services to a variety of clients in Yolo County for over seventy years. They have prepared legal descriptions, easement exhibits, and record of survey maps for the Conservancy under prior contracts to identify and record conservation easement areas and associated access easements to ensure the Conservancy has legally enforceable access to manage and monitoring sites enrolled in the Yolo HCP/NCCP reserve system.

Bender Rosenthal, Inc.: The proposed Master Services Agreement with Bender Rosenthal, Inc. is for up to \$75,000 to provide on-call appraisal services through June 30, 2027. Bender Rosenthal, Inc. has provided appraisal services for the Conservancy for two properties under prior contracts and have demonstrated that they have the skill and experience necessary to successfully prepare conservation easement appraisals for lands in and around urban areas within the region that meet the rigorous appraisal standards required by the Wildlife Conservation Board and U.S. Fish and Wildlife Service grant programs. The ability to successfully navigate state and federal appraisal standards and review processes are of critical importance to the Conservancy due to the Yolo HCP/NCCP's reliance on state and federal funding to achieve a significant portion of its land conservation commitments.

Garland & Salmon: The proposed Master Services Agreement with Garland & Salmon is for up to \$75,000 to provide on-call appraisal services through June 30, 2027. Garland & Salmon has provided appraisal services for the Conservancy for four properties under prior contracts. They have demonstrated through land valuations conducted for the Conservancy and other agencies they have the skills and experience necessary to successfully prepare conservation easement appraisals for rangelands and rural agricultural properties within the region that meet the rigorous appraisal standards required by the Wildlife Conservation Board and U.S. Fish and Wildlife Service grant programs. The ability to successfully navigate state and federal appraisal standards and review processes are of critical importance to the Conservancy due to the Yolo HCP/NCCP's reliance on state and federal funding to achieve a significant portion of its land conservation commitments.

ATTACHMENTS:

Attachment A. Master Services Agreement Template

Attachment B. General Scope for Environmental Services

Attachment C. General Scope for Surveying and Mapping Services

Attachment D. General Scope for Appraisal Services

