



Yolo Habitat Conservancy

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

To: Lucas Frerichs, Chair
Members of the Board

From: Cathy Little
Executive Director

Re: Approve the Second Amendment to the Agreement with Alford Environmental LLC to increase the contract amount by \$35,000 for additional administrative support services, approve the Second Amendment to the Agreement with Maze and Associates to increase the contract amount by \$20,700 and extend the contract to June 30, 2027 to conduct the FY25/26 annual fiscal audit, and approve the Second Amendment to the Agreement with the Yolo County Resource Conservation District to increase the contract amount by \$20,000 for additional reserve system management and enhancement services

Date: May 18, 2026

REQUESTED ACTIONS:

1. Approve the Second Amendment to the Agreement with Alford Environmental LLC to increase the contract amount by \$35,000 for additional administrative support services (Attachment A);
2. Approve the Second Amendment to the Agreement with Maze and Associates to increase the contract amount by \$20,700 and extend the contract to June 30, 2027 to conduct the FY25/26 annual fiscal audit (Attachment B); and
3. Approve the Second Amendment to the Agreement with the Yolo County Resource Conservation District to increase the contract amount by \$20,000 for additional reserve system management and enhancement services (Attachment C)

BACKGROUND:

The attached agreements support implementation of the Yolo HCP/NCCP. The general history of each contract and justification for each amendment are provided below for each contract.

Alford Environmental, LLC: The Conservancy entered into an Agreement with Alford Environmental LLC on May 19, 2025, to provide Yolo HCP/NCCP implementation and administrative support services during fiscal year 2025-2026. The scope of services in the original Agreement includes serving as the Interim Executive Director until an Executive Director is hired, with the expectation that the County of Yolo would hire a staff member to serve as the Executive Director within one to three months of the start of the 2025-2026 fiscal year. At the time of the December 18, 2025 Conservancy Board meeting

the County had yet to fill the Executive Director position, so a First Amendment to the Agreement with Alford Environmental LLC was approved by the Conservancy's Board to extend these services and increase the overall Agreement amount with the expectation that the County would fill the Executive Director position by February 2026. The County did not fill the Executive Director position until late April 2026. The proposed Second Amendment (Attachment A) increases the Agreement amount to account for additional administrative support services provided by Alford Environmental LLC.

Maze and Associates: The Conservancy's former Executive Director approved an Agreement with Maze and Associates on January 30, 2024, to provide financial audit report preparation services for fiscal year 2022-2023 and fiscal year 2023-2024, with the option to amend the Agreement to provide audit services for future years. A first Amendment was approved by the Conservancy Board on May 19, 2025 to increase the amount in the Agreement and direct Maze and Associates to prepare the Conservancy's financial audit for fiscal year 2024-2025. The proposed Second Amendment (Attachment B) extends the term of the Agreement through June 30, 2027, increases the Agreement amount, and directs Maze and Associates to prepare the Conservancy's financial audit for fiscal year 2025-2026.

Yolo County Resource Conservation District: The Conservancy Board approved an Agreement with the Yolo County Resource Conservation District (RCD) on May 19, 2025, to assist with a variety of tasks including, but not limited to, conducting and coordinating invasive species management and restoration planting efforts. A First Amendment to the Agreement with the RCD was approved by the Conservancy Board on January 26, 2026 to include additional restoration activities associated with riparian restoration site preparation and planting at the Haller Muller Site and habitat enhancement activities associated with grant funded projects that were not contemplated at the time the initial Agreement was established. The proposed Second Amendment (Attachment C) increases the Agreement amount to account for additional materials purchases and staff time needed to support ongoing invasive weed management within the reserve system and ongoing efforts to protect restoration plantings and irrigation infrastructure from a previously unanticipated amount of rodent and deer damage at habitat restoration planting areas.

The additional funds proposed in the attached amendments are within the existing FY25/26 budget due to a lack of staff services provided by the County during the majority of the fiscal year.

ATTACHMENTS:

Attachment A. Second Amendment to Agreement with Alford Environmental, LLC

Attachment B. Second Amendment to Agreement with Maze and Associates

Attachment C. Second Amendment to Agreement with Yolo County Resource Conservation District

