





# STAFF REPORT

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**Meeting Type:** Operations Committee/Board of Directors  
**Title:** Nicasio Spillway Modification Project Environmental Review and Permitting Services  
**From:** Shaun Horne, Director of Watershed Resources   
**Through:** Ben Horenstein, General Manager   
**Meeting Date:** October 18, 2024

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**TYPE OF ACTION:**                      Action                      Information                      X                      Review and Refer

**RECOMMENDATION:** Review and refer to a future regularly schedule Board meeting for contract award for the Nicasio Spillway Modification Project Environmental Review and Permitting Services Contract

**SUMMARY:** The District is in the early stages of the Nicasio Spillway Modification Project, which is one of the near-term projects identified in the Local Storage Enlargement Assessment to improve the resilience of Marin Water’s system. In order for the District to execute this Project, it will be necessary to hire an environmental consultant team that will assist the District in developing all environmental documentation as well as identifying and filing for all required environmental permitting.

**DISCUSSION:** The District is in the early stages of the Nicasio Spillway Modification Project, which is one of the near-term projects identified in the Local Storage Enlargement Assessment to improve the resilience of Marin Water’s system. A critical component to this project is the environmental documentation review and permitting process. This contract will allow the District to bring in additional resources and subject matter experts to assist the District through the complex environmental process in support of implementing the Nicasio Spillway Modification Project.

This contract includes support for the project’s environmental review process (California Environmental Quality Act (CEQA)/National Environmental Protection Act (NEPA)), required permitting, Endangered Species Act compliance, as well as a robust stakeholder and agency engagement process. This work will be done concurrently with the engineering analysis and design and will aid the District in implementing this high priority project.

The Request for Proposals (RFP) was distributed on October 4, 2024 and is structured such that an environmental firm can propose on either the CEQA/NEPA task, permitting task, or both. As such, there is a possibility that there will be more than one contract for these services. Proposals are due on October 18, 2024, with interviews the week of October 21, 2024.

Staff is requesting the Operations Committee to review and refer this item to a future regularly scheduled Board meeting for contract award.

**ENVIRONMENTAL REVIEW:** Not Applicable.

**FISCAL IMPACT:** Funding for this contract is identified in the adopted budget for Fiscal Year 2024 and 2025 under the A1A16 Program Management fund center, under Roadmap Planning and Pre-Design.

**ATTACHMENT(S):** None.