



STAFF REPORT

Meeting Type: Board of Directors
Title: Award of Two Professional Services Agreements for On-Call Environmental Compliance and Regulatory Permit Services
From: Alex Anaya, Director of Engineering
Through: Paul Sellier for Ben Horenstein, General Manager
Meeting Date: June 17, 2025

TYPE OF ITEM: X Approve Review and Comment

RECOMMENDATION: Authorize the General Manager to execute two separate professional services agreements with Environmental Sciences Associates (ESA) and Panorama Environmental with Stillwater Science collaborate (Panorama) for on-call “as-needed” environmental compliance and regulatory permit services, with each contract in an amount not to exceed \$250,000

SUMMARY: Staff presented this item at the May 27, 2025 Planning Committee Meeting to award two professional services agreements with separate consultant firms for routine on-call environmental compliance and regulatory agency permit services. Staff went through a competitive request for proposal (RFP) process to solicit proposals from environmental firms to continue the existing on-call environmental compliance and permitting services based on the projected capital program in the coming years. Staff reached out to five environmental consulting firms, and conducted shortlist interviews with all candidates the week of May 5th, 2025. After conducting a thorough interview process, staff selected ESA and Panorama to provide the District with on-call environmental compliance and permitting services over the next three years.

DISCUSSION: The current environmental compliance and regulatory agency permit services contract was awarded to ESA on July 2, 2019 and expires June 30, 2025. This contract was extended through four amendments, which provided the District with much needed environmental and permitting resources for several watershed and infrastructure projects including the development of the Lagunitas Creek Flow Release Study and Temporary Urgency Change Petition (TUCP), permitting for the Emergency Intertie Project, preparation of the Watershed Culvert Permit Package, Azalea Hill Trail environmental review, Pine Mountain Tunnel Replacement CEQA compliance, and other ongoing CEQA analyses for water infrastructure projects

District staff solicited proposals to continue these on-call environmental compliance and permitting services based on the projected capital program in the coming years. Environmental compliance support is necessary for the District to implement various infrastructure and watershed maintenance projects,

including upkeep of trails, upgrades to water distribution infrastructure, and support of vegetation management for wildfire fuel reduction. These services included CEQA/NEPA documentation, environmental permitting, monitoring for permit conditions, biological surveys, cultural resources assessments, hydrologic analysis, and geomorphic monitoring. In the spring of 2025, the District issued a Request for Proposals to five San Francisco Bay Area firms that were identified as having sufficient in-house expertise to address all of the components of the District's environmental services scope of work. The five firms included, Environmental Science Associates (ESA), Panorama Environmental & Stillwater Science collaborate (Panorama), ICF, Kleinfelder, and Montrose Environmental & Sequoia Ecological Consulting Inc. collaborative (Montrose).

District staff established a review committee and evaluated the proposals followed by conducting interviews with all five consulting firms during the week of May 5th, 2025. Following the interview process, staff identified that both ESA & Panorama had a comprehensive understanding of the work the District was seeking and provided experienced teams to meet those needs. ESA has been providing environmental consulting services in the Bay Area since 1969 and has worked on numerous District projects in the past, including the most recent environmental on-call contract. ESA's core service area is CEQA/NEPA documentation, permitting, monitoring, environmental hydrology, and sustainability services. Panorama has been providing consulting services in the Bay Area since 2011. Panorama has worked on numerous District projects in the past, including the Peacock Gap Recycled Water Pipeline Feasibility Study, Ross Reservoir Landslide Repair Project and the District's Biodiversity Fire and Fuels Integrated Plan (BFFIP). Panorama specializes in CEQA/NEPA documentation, resource surveys and monitoring, data collection and research, wetland delineation and habitat mitigation and has many local jurisdictional on-call contracts, such as one with the Marin Wildfire Prevention Authority. In addition, Panorama is partnering with Stillwater Science for this contract, and Stillwater Science brings a breadth of fisheries expertise and permitting experience.

Each proposed contract will be for a not-to-exceed amount of \$250,000, for a total authorized amount of \$500,000 for both contracts. Direct funding encumbrances are not required for either contract, as work performed will be funded by specific projects or operation fund centers, previously included in the District's adopted budget, which will utilize these services. Having two separate consultants to utilize will ensure that staff has an environmental firm available to provide environmental assistance as needed over the next three years.

Staff is recommending to the Board for the General Manager to execute two separate professional services agreement with Environmental Science Associates (ESA) and Panorama Environmental with Stillwater Science collaborate (Panorama) for contract award of the continuation of the District's on-call environmental compliance and regulatory agency permitting services.

BUDGET:

Professional Services Agreement (ESA):	\$250,000
Professional Services Agreement (Panorama)	\$250,000
Total Budget:	\$500,000

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: The total maximum expenditures under the two proposed contracts will not exceed \$500,000. Blanket Purchase Orders will be opened for the two contracts and funding will be from budgeted capital projects or operation fund centers on an as-needed basis that require these services.

ATTACHMENT(S): None.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Alex Anaya Engineering Director	 Paul Sellier for Ben Horenstein General Manager