



NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: January 23, 2024

TO: Board of Supervisors

FROM: **Craig Griesbach – Director of Emergency Services**

SUBJECT: Resolution approving a Qualified List of Registered Professional Foresters to work on specific Office of Emergency Services projects as they arise for the period January 23, 2024 through June 30, 2029 and authorizing the Purchasing Agent to solicit bids from the list and to execute and encumber contracts up to an individual maximum contract amount of \$300,000 and a total aggregate amount of \$1,000,000 annually.

RECOMMENDATION: Adopt the Resolution

FUNDING: Four firms were selected and will be asked to propose on various Office of Emergency Services projects with budgeted costs of less than \$300,000 per project. Funding for these services will be paid from various secured grant budgets as services are required. A budget amendment will not be required at this time and there is no additional impact on the General Fund.

BACKGROUND:

The Office of Emergency Services has a continuous pipeline of grant-funded wildfire mitigation projects including landscape-scale shaded fuel breaks, roadside vegetation abatement, and defensible space. These projects require the development of appropriate treatment design(s) by a Registered Professional Forester in collaboration with landowners and in accordance with grant award guidelines and environmental compliance stipulations.

Nevada County Purchasing issued RFQ 178867 for Registered Professional Forester Services. Eight Statements of Qualification were received, and a committee was formed to review and select firms based on their experience and qualifications for the Qualified List. The following four consultants were chosen:

1. FRST Corp, Grass Valley, CA
2. Mason Bruce & Girard (MB&G), Auburn, CA
3. Mountain Engineering, Folsom, CA
4. Under the Trees, Inc., Nevada City, CA

The intent of this qualified list is to readily leverage Registered Professional Foresters to work on specific projects as they arise.

Individual assignments will be awarded on an as-needed basis. The Office of Emergency Services may assign work by soliciting proposals from one or more of the Consultants approved from the Qualified List depending on the type of work required, estimated dollar value of the contract, experience and expertise required for the work, consultant's current workload, ability to respond, or other criteria.

This Resolution will authorize the Purchasing Agent to solicit bids from the Qualified List for Registered Professional Foresters as they arise and to award, execute and encumber task orders up to a maximum amount of \$300,000 per task order. The aggregate budget for these services will not exceed \$1,000,000 annually. Funds will be encumbered as needed.

A Master Services Agreement will be issued to each awardee.

Item Initiated: Alex Keeble-Toll, Senior Administrative Analyst

Approved by: Craig Griesbach, Director of Emergency Services