



NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: August 20, 2024

TO: Board of Supervisors

FROM: Craig Griesbach – Office of Emergency Services

SUBJECT: Resolution approving Amendment No. 1 to the Professional Services Contract between the County of Nevada and Dudek for the Community Wildfire Protection Plan Update extending the contract timeline through February 28, 2025, adding Exhibit D: Federal Contracting Requirements to the contract, and increasing the contract Not to Exceed amount by \$1,292.50 from a contract maximum of \$156,031.00 to \$157,323.50 and authorizing the Director of Emergency Services to execute the contract amendment.

RECOMMENDATION: Adopt the attached Resolution.

FUNDING: A grant from the USDA, United States Forest Service Pacific Southwest Region, Fire and Aviation Management (Res. 24-042) is funding \$150,000.00 of the contract amount. General Fund was used to pay for \$6,031.00 of the contract amount. Under contract Amendment 1 the budget increase of \$1,292.50 would be funded from the approved FY 24/25 OES Department Budget.

BACKGROUND: The Nevada County Community Wildfire Protection Plan (CWPP) is a key planning tool to help prioritize wildfire mitigation action(s) to protect against loss of life and property. Community Wildfire Protection Plans should be updated periodically to reflect work that has been completed, and guide strategy for future work. Updated CWPP's serve as important documents for justifying projects proposed to funders as priorities within respective communities. The Nevada County CWPP was last updated in 2016.

The Nevada County CWPP Update is a five-phase process consisting of (1) Community Outreach and Engagement, (2) a Wildfire Risk Assessment, (3) a Land Management Plan comprised of a suite of locally vetted treatment prescriptions for different land types, (4) a CWPP Document, and (5) an interactive Project Dashboard.

In 2023, County of Nevada committed \$150,000 in General Fund dollars to support the development of Phase 4: CWPP Document. The Office of Emergency Services enlisted the Purchasing Division to identify a qualified Consultant to produce the Community Wildfire Protection Plan Update Document (RFP No. 167126). Dudek was selected for this work and a contract in an amount not to exceed \$156,031 was brought to the BOS for approval on May 23, 2024 (Res. 23-232).

The Office of Emergency Services simultaneously worked to identify appropriate grant opportunities to fund the CWPP Update. OES was successful in securing a USDA FY22 Community Wildfire Defense Grant (CWDG). The grant agreement for the CWDG funding was provided to OES on December 21, 2023 and these funds were brought to the BOS for acceptance on January 23, 2024 (Res. 24-042).

CWPP Update Phase 3 (Land Management Plan), Phase 4 (CWPP Document), and Phase 5 (Project Dashboard) are funded under the USFS grant (23-DG-11052012-451). Requests for Proposals for Phase 3 (RFP No. 189561) and Phase 5 (RFP No. 189538) were released by the Purchasing Division on July 15, 2024 and close on August 15, 2024.

At this time the Office of Emergency Services and Dudek desire to amend the contract executed on May 23, 2023 to bring all aspects into alignment for the final six months of this project. Specifically, the parties desire to:

1. Extend the contract timeline from December 31, 2024 to February 28, 2025: this contract extension is requested so that Phase 3 (Land Management Plan) and Phase 5 (Project Dashboard) can be effectively integrated with Phase 4 (CWPP Document).
2. Add Exhibit D: Federal Contracting Requirements: the addition of Exhibit D is to bring the contract language into alignment with the funding source (USFS), which was established after the contract was executed on May 23, 2023.
3. Increase the budget by \$1,292.50 under “3.2 Agency Outreach” increasing the contract Not to Exceed amount from \$156,031.00 to \$157,323.50: this is based on the OES request that Dudek present at a Technical Advisory Committee (TAC) meeting that was not originally in the project scope.

In all other respects the prior contract of the parties shall remain in full force and effect.

Item Initiated by: Alex Keeble-Toll, Senior Administrative Analyst, OES

Approved by: Craig Griesbach, Director, OES