



**San Mateo County
Flood and Sea Level Rise
Resiliency District**

**Request for Proposals for
Infrastructure Maintenance Administration and Environmental
Services**

RFP Number FSLRRD-2026-02-CME
Release Date: March 12, 2026

Pre-Proposal Workshop:
March 20, 2026 at 10:00 AM

Deadline for Questions:
March 27, 2026 at 5:00 PM

**Deadline to Respond:
April 15, 2026 at 5:00 PM**

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1 INTRODUCTION

1.1 Program Overview

The San Mateo County Flood and Sea Level Rise Resiliency District (OneShoreline) is seeking qualified consultants to provide annual and periodic construction management, environmental permitting, and mitigation design and monitoring services in support of OneShoreline's flood protection and environmental compliance obligations across San Mateo County. Services will be delivered under three-year Agreements on an as-needed basis, with work authorized and managed through annual workplans developed collaboratively by OneShoreline and each Consultant.

OneShoreline recognizes that firms may bring deep expertise in one or more of the following service areas and welcomes submissions from both specialized firms and full-service teams. OneShoreline intends to establish agreements with consultants that demonstrate strong qualifications in at least one of the following service areas:

- **Service Area A – Maintenance Contract Administration and Field Oversight:** Construction management, Contract Service Order (CSO) development, multidisciplinary field team coordination, and post-action reporting
- **Service Area B – Environmental Compliance Services:**
 - **B1 – Environmental and Cultural Monitoring:** Pre-construction training, biological and environmental monitoring, and cultural resources monitoring during routine maintenance activities and capital projects to ensure compliance with permit conditions and tribal consultation requirements
 - **B2 – Environmental Permitting Support:** Permit application preparation, special studies, and resource and regulatory agency coordination
 - **B3 – Mitigation Design and Monitoring:** Mitigation and monitoring plan preparation, wetland and riparian restoration design, long-term biological and water quality monitoring, and RCIS-based advance mitigation planning

Candidates may submit for one or both service areas. Proposals will be evaluated independently for each service area, and OneShoreline may award agreements to different firms for different service areas based on qualifications and fit. A single firm may be awarded an agreement covering both service areas if it demonstrates sufficient qualifications and capacity across those areas. OneShoreline may retain up to two (2) consultants per service area.

The total not-to-exceed amount available across all agreements is \$400,000 inclusive of all labor, reimbursable costs and subconsultant costs. OneShoreline reserves the right to modify, suspend, extend, or conclude services as project needs evolve and may extend the Agreement term by up to one (1) additional year and increase the contract amount in accordance with District policies.

Billing rates and subconsultant markups provided by selected consultants will be incorporated into each Agreement and will apply across all annual workplans for the contract term.

1.2 About OneShoreline

Given the extreme vulnerability to the water-related impacts of climate change in San Mateo County, State legislation established OneShoreline in 2020 as the first independent government agency in California to address the challenges of sea level rise, extreme storms, drought, coastal erosion, and other issues across jurisdictional boundaries. OneShoreline works with a wide range of stakeholders to build aligned resilience for developed, natural, and recreational areas, and to plan land use and infrastructure for immediate and future climate-driven conditions. Resilience to this transformative challenge requires a holistic approach to:

- **Geography:** OneShoreline is a vehicle through which San Mateo County and its cities can align efforts across jurisdictions
- **Threats:** OneShoreline focuses on the multiple impacts of climate change
- **Objectives:** OneShoreline reduces these threats across sectors of our society and economy utilizing public and private lands and, where possible, natural infrastructures

2 PROCESS AND REQUIREMENTS

2.1 RFP Schedule

RFP Release	March 12
Pre-Submission Workshop.....	March 20, 10:00 AM PST
Deadline for Submitting Clarifying Questions.....	March 27
Written Responses to Questions Posted.....	April 1
Deadline to Submit Proposals.....	April 15, 5:00 PM PST
Consultant Interviews.....	April 22 – April 24
Panel Deliberation of Candidates	April 27 – April 30
Contract Development	May 1 – May 8
OneShoreline Board Authorization	May 18
Final Contract Negotiation and Execution	May 19 – May 22

2.2 Pre-Proposal Workshop

OneShoreline encourages prospective consultants to attend a virtual pre-proposal workshop to learn more about the project scope, site conditions, and proposal requirements. During the session, staff will address questions and provide clarifications related to this RFP.

- **Date/Time:** March 20, 2026 at 10:00 AM

Register here: <https://oneshoreline-org.zoom.us/meeting/register/9GoUtA1NTr2N91kjinpiyhg#/registration>

While oral responses may be provided during the workshop, only written addenda issued by OneShoreline shall be considered binding.

2.3 Submission of Questions

Questions regarding this RFP must be submitted via email to:

Projects@OneShoreline.org

Subject line: *Infrastructure and Environmental Services RFP*

Responses to all questions will be posted at: <https://oneshoreline.org/document-library/>

2.4 Submission of Proposals

Candidates must submit an electronic copy by the proposal deadline to:

Kevin Murray, Project Manager

Projects@OneShoreline.org

Proposals must be valid for a period of 120 days from the date of submission. Late or incomplete proposals will not be considered.

2.5 Interviews

OneShoreline reserves the right to invite shortlisted consultant teams to participate in interviews as part of the evaluation process. If conducted, interviews will be held in person at OneShoreline's offices at 1700 S. El Camino Real, San Mateo, CA, or remotely via Zoom, and will focus on team qualifications, approach, and ability to collaborate effectively with OneShoreline and project partners.

Final consultant selection will be based on written proposals and interviews, if conducted. Key Consultant staff should reserve availability for April 22-24, 2026.

2.6 Proposal Requirements

All Proposals must adhere to the following formatting and content requirements. Proposals that do not comply with these instructions may be deemed non-responsive and disqualified from further consideration.

Proposal Length

Proposals are structured around a base narrative plus additional pages for each service area proposed, as follows:

- Base narrative (Cover Letter, Firm Overview, Proposed Team and Roles, Contract Management Approach, Task Order Workflow, References, Billing Rates, and Legal and Contractual Disclosures): not to exceed 10 pages

- Per service area proposed (Technical Approach, and Relevant Experience and References for each service area): not to exceed 10 pages per service area
- All Proposals must use a minimum 11-point font.
- Resumes of up to twenty (20) key staff, not to exceed two (2) pages each, may be included as appendices and are excluded from the page limit.

Required Content for Base Narrative

Proposals must include the following sections, organized in the order listed below:

Cover Letter: Identification of submitted materials, the primary point of contact (name, title, phone number, and email address), and a clear statement of which service area(s) the candidate is submitting for. The letter must be signed by an authorized representative of the candidate.

Proposal Sections:

1. **Firm Overview:** Brief description of the firm and relevant experience providing construction management, environmental permitting, or mitigation services for flood control, creek, or similar public infrastructure.
2. **Proposed Team and Roles:** Identification of key team members and their anticipated roles, including any proposed subconsultants for specialized services.
3. **Contract Management Approach:** Description of the firm's approach to managing on-call contracts, including how the team tracks task order budgets and schedules, communicates progress and issues to OneShoreline, maintains documentation and compliance records, and coordinates subconsultants and field personnel across concurrent assignments.
4. **Task Order Workflow:** A one-page graphic or diagram illustrating the firm's proposed workflow for receiving, scoping, executing, and closing out task orders under an on-call contract, including key touchpoints with OneShoreline, internal quality control steps, subconsultant coordination, and documentation and reporting milestones.
5. **Billing Rates and Expenses:** Proposed billing rates for 2026, 2027 and 2028, including rates for all firms and anticipated job classifications. Rates should be all-inclusive, incorporating any additional charges such as technology fees or similar overhead costs. In addition to labor rates, candidates shall provide a schedule of anticipated reimbursable expenses, including but not limited to field equipment and supplies, personal protective equipment, vehicle mileage or field vehicle day rates, field monitoring equipment, water quality sampling equipment, laboratory analysis fees, and any other direct costs anticipated to be incurred in the delivery of services. Reimbursable expenses will be billed at cost without markup unless otherwise agreed upon in the Agreement. Per diem rates for meals, lodging, and incidental expenses shall conform to the applicable state or federal per diem schedule depending on the funding source for the task order; OneShoreline will identify the applicable standard at the time of task order issuance.

6. **Legal and Contractual Disclosures:** Proposals shall include the following legal and contractual disclosures:
- Disclosure of any active or recent litigation (last 3 years)
 - Any exceptions to this RFP or OneShoreline’s standard contract
 - Confirmation of acceptance of:
 - [OneShoreline’s Standard Agreement and Insurance Requirements](#)
 - [Non-Collusion and Conflict of Interest Statement](#)

Required Content for each Service Area

7. **Technical Approach:** A description of the firm's approach to delivering services within the proposed service area, including how the team manages CSO solicitations and maintenance contracts (Service Area A), navigates complex multi-agency permitting processes (Service Area B), and designs and monitors mitigation programs including RCIS-based advance mitigation (Service Area C), as applicable.
8. **Relevant Experience:** Brief descriptions of at least two (2) directly relevant past projects within the proposed service area. Include client name, project scope, and the candidate’s role.
9. **References:** Contact information for three (3) to five (5) references from comparable past projects within the proposed service area(s), including client name, project name, reference name and title, phone number, and email address. References should be from public agency clients and should be prepared to speak to the quality of the firm's technical work, responsiveness, and ability to manage complex on-call contracts.

General Conditions and Reserved Rights

OneShoreline reserves the right to modify the RFP’s scope of work, make corrections, and reject any or all Proposals. OneShoreline may also correct errors in the RFP and contact the proposers with any clarifications. Consultant shall ensure full compliance with Federal, State and local laws, directives, and executive orders regarding California Public Contract Code and other provisions of laws applicable to this Project.

3 BACKGROUND

3.1 Context

San Mateo County’s shoreline, creeks, and low-lying communities are already experiencing flooding from storm events, tidal influences, and rising sea levels. These risks threaten homes, neighborhoods, transportation corridors, utilities, public facilities, and critical ecosystems. OneShoreline was created to help jurisdictions plan and implement multi-benefit flood resilience projects that reduce risk while supporting environmental health, public access, and community well-being.

Maintaining this infrastructure requires routine and responsive maintenance activities conducted in

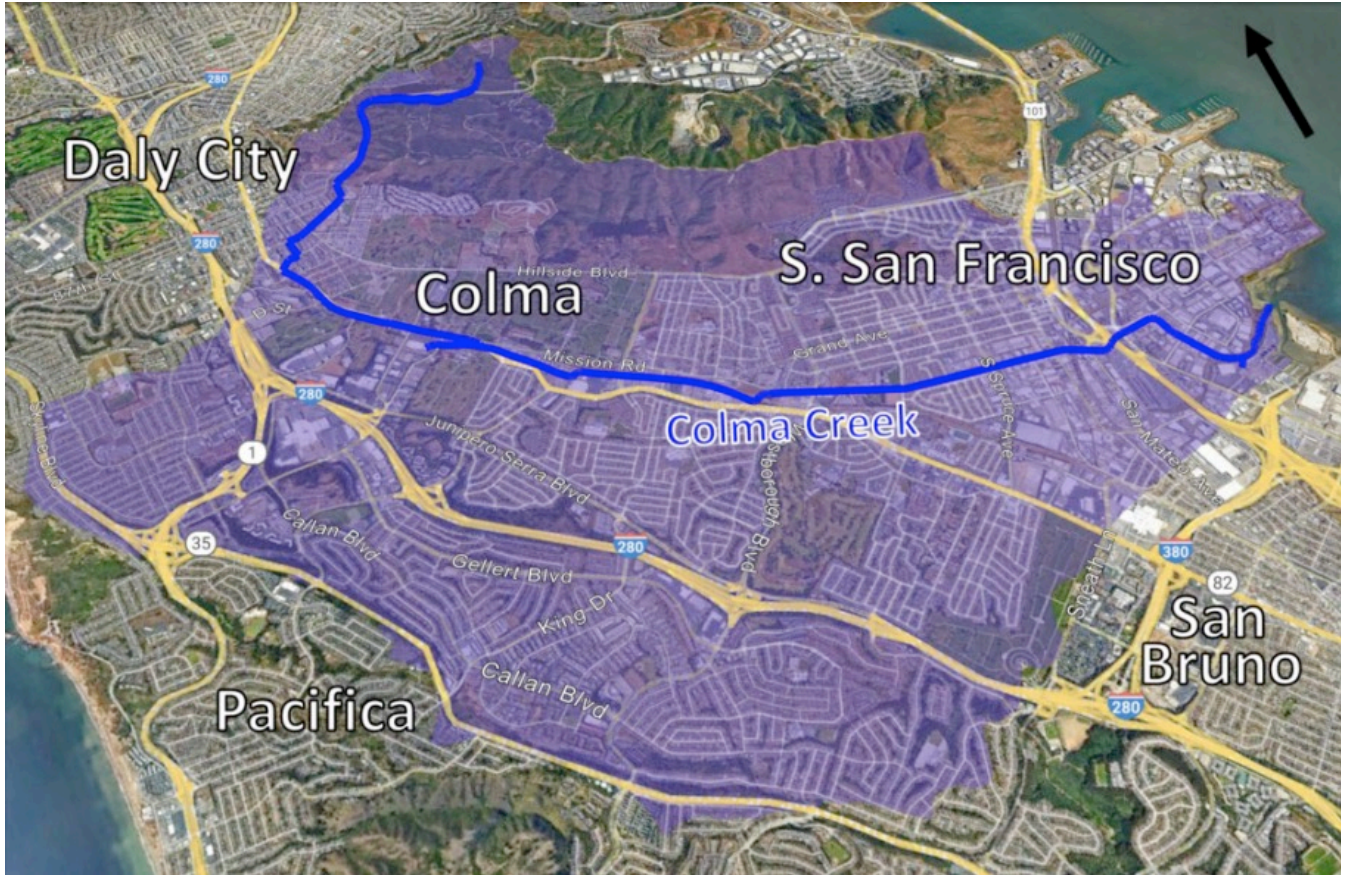
compliance with a complex set of environmental permits issued by federal, state, and regional resource and regulatory agencies. These permits govern channel clearing, vegetation management, sediment removal, bank stabilization, and other activities necessary to preserve flood conveyance capacity and structural integrity. As climate-driven flood risk intensifies and regulatory requirements evolve, OneShoreline requires consistent, expert support to manage maintenance programs efficiently and maintain the permits that make that work possible.

Colma Creek Flood Zone

The Colma Creek Watershed drains approximately 16.6 square miles from five municipalities as well as unincorporated County communities: South San Francisco, Colma, Daly City, San Bruno, and Pacifica. The watershed has relatively steep coastal headwaters, concentrated runoff from a largely urbanized area, aging engineered infrastructure, and strong tidal influence near confluence with San Francisco Bay.

Prior to the formation of OneShoreline a Colma Creek Flood Zone was established in 1964 under the jurisdiction of the former San Mateo County Flood Control District to manage flooding. Managed facilities include culverts and rectangular channel in the uppermost reach from El Camino Real to Orange Memorial Avenue, trapezoidal channel from Orange Memorial Avenue to Spruce Avenue, rectangular channel from Spruce Avenue to Produce Avenue, and soft bottom channel with retention walls from Produce Avenue to Utah Avenue.

Maintenance activities are conducted on Colma Creek annually, including but not limited to up to 400 cubic yards of sediment removal, trash and debris removal, vegetation management, and infrastructure repairs.



Colma Creek Flood Zone



Downstream of Centennial Way



Upstream of San Mateo Avenue, typical reach for sediment removal from above channel



Downstream of Airport Boulevard along Mitchell Avenue, soft-bottom tidal reach

OneShoreline convenes a Colma Creek Citizens Advisory Committee including representatives from all five municipalities that are part of the Flood Zone on a quarterly basis where updates will be made. Historically routine maintenance has occurred annually, including but not limited to trash removal, annual sediment removal, vegetation management, and channel infrastructure repairs.

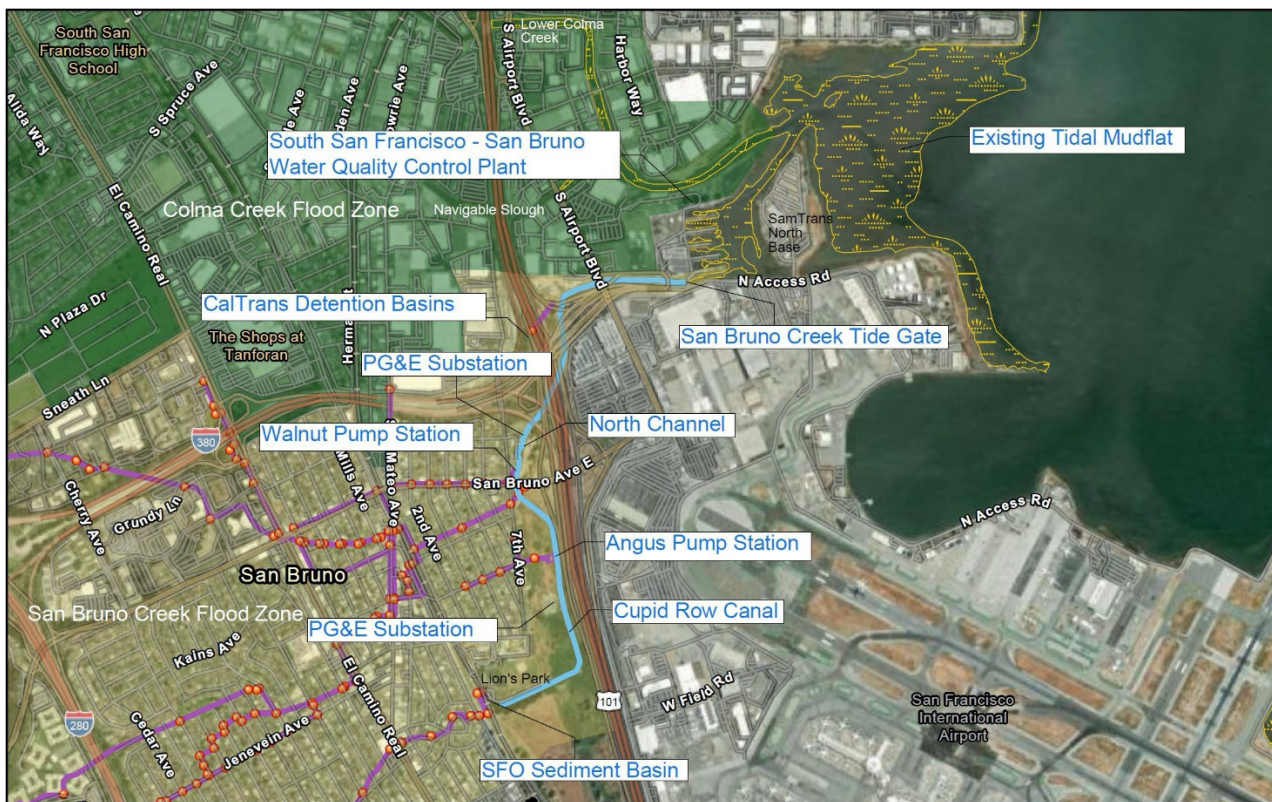
San Bruno Creek Flood Zone

Formed in 1967, this Flood Zone matches the 4½ square mile San Bruno Creek watershed that includes areas of the cities of San Bruno and South San Francisco and unincorporated San Mateo County. San Bruno Creek is a critical flood control and stormwater conveyance system that includes open earthen channels, culverts, tide control infrastructure, and pump stations located within a highly constrained urban environment and on property owned by San Francisco International Airport (SFO). In addition to OneShoreline, this area's stormwater and coastal infrastructure is managed by multiple agencies, including South San Francisco, San Bruno, San Francisco International Airport (SFO),

Caltrans, BART, Caltrain, and, near the mouth of the creek, SamTrans.

Key components of the creek system include:

- Cupid Row Canal, located on SFO property, extending from the Caltrain tracks to San Bruno Avenue. This segment supports habitat for the federally endangered San Francisco garter snake and the federally threatened California red-legged frog. Any work within this area requires implementation of strict environmental protection protocols in accordance with SFO requirements and applicable regulatory permits.
- North Channel, which continues downstream through culverts beneath U.S. Highway 101 to a tide gate structure at the Bay. OneShoreline-led work in North Channel is currently limited to maintenance dredging and vegetation removal in the vicinity of Walnut Pump Station.
- The tide gate structure, constructed in 1948 and now owned by OneShoreline, consists of four 5-foot-diameter pipes equipped with flap gates that regulate tidal inflow and stormwater outflow.
- Walnut Pump Station and Angus Pump Station, both owned and operated by OneShoreline. Pump station maintenance will not be completed under Agreements awarded through this RFP.



San Bruno Creek System



San Bruno Creek Tide Gate at North Access Road



North Channel at Walnut Pump Station



Cupid Row

San Francisquito Creek Flood Zone

San Francisquito Creek is the last free-flowing urban creek on the southern Peninsula of San Francisco Bay. OneShoreline owns land and easements over portions of the lower creek within the cities of Menlo Park, East Palo Alto, and Palo Alto. Relevant scope under this RFP may include trash, tree, and vegetation management over land and easements owned by OneShoreline on a limited basis.

Bayfront-Atherton Diversion Structure

The Bayfront-Atherton Diversion Structure is a system of two parallel underground culverts designed to redirect excess water from the Bayfront Canal and Atherton Channel into managed ponds within the Ravenswood Complex of the South Bay Salt Pond Restoration Project. The culverts were completed in 2023 and monitoring continues. This infrastructure is located within Bedwell Bayfront Park in the City of Menlo Park and is managed in partnership with U.S. Fish and Wildlife Service and Redwood City staff. Work within this project area may include sediment management.

Other Bayside Creeks and Coastside

OneShoreline's jurisdiction encompasses all of San Mateo County. In addition to the Flood Zones described above, OneShoreline has also facilitated specific operations for the benefit of local communities, including emergency sediment removal and vegetation management in channels where flood risk has been observed. Scope under this RFP is inclusive of potential services that may be requested countywide.

3.2 Goals and Anticipated Outcomes

Project Goals

The primary goals of this contract are to:

- Deliver routine and responsive maintenance of flood control channels and creek infrastructure in compliance with all applicable permit requirements and environmental protections.
- Maintain and renew the environmental permits necessary to carry out OneShoreline's maintenance programs and capital projects efficiently and without unnecessary delay.
- Build and sustain productive working relationships with resource and regulatory agencies to support timely permit processing and proactive resolution of compliance issues.
- Ensure maintenance activities are supported by appropriately qualified field teams, including construction management, environmental monitoring, and cultural resources monitoring personnel.
- Produce accurate, thorough post-action documentation that satisfies permit reporting requirements and supports ongoing program management.

Anticipated Outcomes

Anticipated outcomes of this work include:

- Flood control channels and creek infrastructure across OneShoreline's flood zones are maintained at design capacity, with maintenance activities completed on schedule and in full compliance with permit conditions.
- Environmental permits for routine maintenance and capital projects are secured, renewed, and maintained without significant delays, enabling OneShoreline to advance its flood resilience programs on schedule.
- Resource and regulatory agencies have confidence in OneShoreline's permitting submittals and maintenance practices, reflected in streamlined review processes and productive agency relationships.
- Post-action reports and compliance documentation are consistently complete, accurate, and submitted on time, reducing regulatory risk and supporting program accountability.
- OneShoreline has reliable access to qualified multidisciplinary field teams capable of mobilizing quickly in response to maintenance needs and flood events.

3.3 Service Areas

OneShoreline's maintenance support and environmental services needs span three primary program areas, each corresponding directly to a Service Area described in Section 4:

- **Maintenance Contract Administration and Field Oversight** covers the planning, procurement, construction management, field oversight, and post-action documentation associated with routine maintenance of flood control channels and creek infrastructure across OneShoreline's flood zones.
- **Environmental Compliance Services**
 - **Environmental and Cultural Monitoring** covers the full range of pre-construction and construction-phase monitoring services necessary to execute permitted maintenance activities and capital projects in compliance with environmental permit conditions and cultural resources requirements, including pre-construction training for contractor crews, biological and environmental monitoring, and archaeological and Native American cultural resources monitoring in coordination with SHPO and affiliated tribes.
 - **Environmental Permitting Support** covers the preparation, submission, and management of environmental permit applications with state, federal, and regional resource and regulatory agencies, as well as the special studies, agency coordination, and strategic support necessary to secure and maintain those permits.
 - **Mitigation Design and Monitoring** covers the design, implementation, and long-term monitoring of compensatory mitigation required as conditions of environmental permits, including wetland and riparian restoration, water quality mitigation, and RCIS-based advance mitigation planning.

4 SCOPE OF SERVICES, SCHEDULE, AND BUDGET

4.1 Scope of Services

SERVICE AREA A – MAINTENANCE CONTRACT ADMINISTRATION AND FIELD OVERSIGHT

Provide on-call construction management and maintenance support for routine maintenance of flood control channels and creek infrastructure across OneShoreline's flood zones. This service area covers the full lifecycle of routine maintenance activities, from procurement through field execution and post-action reporting, and requires the ability to assemble and manage multidisciplinary field teams, coordinate across jurisdictions, and maintain rigorous compliance with applicable permit conditions throughout.

Potential services may include:

- Development of Contract Service Order (CSO) solicitations for routine maintenance activities, including preparation of scopes of work, technical specifications, bid documents, and contract terms consistent with applicable public contracting requirements
- Construction management of maintenance contracts, including contractor oversight, schedule and budget management, field coordination, and quality assurance during maintenance operations
- Assembly and management of multidisciplinary field teams necessary to execute permitted maintenance activities, including construction management, biological and environmental monitoring, and cultural resources monitoring personnel
- Field coordination and oversight during maintenance activities to ensure compliance with permit conditions, environmental protection measures, and applicable agency requirements
- Preparation of post-action reports documenting maintenance activities, environmental monitoring findings, permit compliance, and any incidents or deviations, in accordance with permit reporting requirements
- Coordination with OneShoreline, partner jurisdictions, and agency representatives throughout maintenance planning and execution to ensure alignment with program schedules and permit windows
- Support for emergency or unplanned maintenance activities, including rapid mobilization of field teams and expedited procurement support

SERVICE AREA B – ENVIRONMENTAL COMPLIANCE SERVICES

SERVICE AREA B1 – ENVIRONMENTAL AND CULTURAL MONITORING

Provide environmental and cultural resources monitoring services during routine maintenance activities and capital projects across OneShoreline's flood zones. Environmental and cultural monitoring is essential to OneShoreline's ability to execute permitted maintenance activities in compliance with conditions imposed by RWQCB, BCDC, USACE, USFWS, and CDFW, and to meet the cultural resources monitoring requirements established through consultation with the State Historic Preservation Office (SHPO) and affiliated tribes. This service area is distinct from construction management (Service Area A) and is intended to allow opportunity for specialized environmental and cultural monitoring firms to provide these services directly to OneShoreline, either independently or in coordination with a Service Area A consultant.

Monitors retained under this service area must be able to mobilize quickly in response to maintenance schedules, work effectively in constrained urban creek and channel environments, and produce clear, timely documentation that satisfies permit reporting requirements and supports post-action reporting.

Potential services may include:

Biological and Environmental Monitoring

- Pre-construction surveys and site assessments to confirm compliance with permit conditions prior to initiation of maintenance or construction activities, including focused surveys for special-status species and sensitive habitats
- Pre-construction environmental training for contractor personnel and field crews prior to initiation of maintenance or construction activities, including instruction on permit conditions, environmental protection measures, avoidance and minimization requirements, sensitive species identification and reporting protocols, BMP implementation, and procedures for responding to inadvertent discoveries or compliance incidents. Training shall be documented and records maintained in compliance with permit requirements.
- Biological monitoring during maintenance and construction activities to ensure compliance with permit conditions, environmental protection measures, agency-approved best management practices (BMPs), and applicable avoidance and minimization measures
- Real-time identification and documentation of potential permit compliance issues during field activities, including immediate notification to OneShoreline and contractor personnel and coordination of corrective actions
- Monitoring of environmentally sensitive areas, exclusion zones, and buffer areas during maintenance operations to prevent unauthorized impacts to wetlands, riparian habitat, or special-status species
- Post-construction site assessments to document conditions following completion of maintenance activities and confirm restoration of temporarily disturbed areas in compliance with permit requirements
- Preparation of daily field monitoring logs, incident reports, and summary monitoring reports documenting compliance status, observations, and any deviations from permit conditions

Cultural Resources Monitoring

- Pre-construction records searches and coordination with SHPO and affiliated tribes to confirm cultural resources monitoring requirements applicable to specific maintenance activities and locations
- Pre-construction environmental training for contractor personnel and field crews prior to initiation of maintenance or construction activities, including instruction on permit conditions, environmental protection measures, avoidance and minimization requirements, sensitive species identification and reporting protocols, BMP implementation, and procedures for responding to inadvertent discoveries or compliance incidents. Training shall be documented and records maintained in compliance with permit requirements.

- Archaeological and Native American monitoring during ground-disturbing maintenance and construction activities in areas of cultural sensitivity or as required by permit conditions or tribal consultation outcomes
- Real-time identification, documentation, and protection of any unanticipated cultural resources discoveries during field activities, including implementation of protocols for inadvertent discovery and immediate notification of OneShoreline, SHPO, and affiliated tribes as required
- Coordination with OneShoreline, contractors, and regulatory and tribal representatives throughout monitoring activities to ensure compliance with applicable cultural resources requirements and consultation commitments
- Preparation of cultural resources monitoring reports documenting monitoring activities, observations, and any discoveries or compliance issues, in accordance with applicable permit and consultation requirements

Program Support

- Maintenance of monitoring schedules and availability rosters to support rapid mobilization in response to OneShoreline's maintenance program calendar and emergency activities
- Coordination with Service Area A construction management consultants and OneShoreline staff to integrate monitoring activities with maintenance schedules, permit windows, and field logistics
- Support for permit compliance tracking, including documentation of monitoring coverage, hours, and findings across active maintenance permits to support post-action reporting and program-wide compliance management

SERVICE AREA B2 – ENVIRONMENTAL PERMITTING SUPPORT

Provide environmental permitting support for OneShoreline's routine maintenance programs and capital projects, including preparation and processing of permit applications, conduct of required special studies, and ongoing coordination with resource and regulatory agencies. Consultants must be familiar with the full range of state, federal, and regional permits applicable to flood control and creek maintenance activities in the San Francisco Bay Area and capable of managing complex, multi-agency permitting processes efficiently and strategically.

Potential services may include:

- Preparation and submission of permit applications and permit renewals for routine maintenance activities and capital projects, including applications to the Regional Water Quality Control Board (RWQCB), San Francisco Bay Conservation and Development Commission (BCDC), U.S. Army Corps of Engineers (USACE), U.S. Fish and Wildlife Service (USFWS), and California Department of Fish and Wildlife (CDFW), among others
- Conduct special studies required to support permit applications or demonstrate compliance, including biological assessments, jurisdictional delineations, habitat evaluations, cultural resources surveys, and other technical analyses as required by regulatory agencies
- Development of permit application materials including project descriptions, biological and

environmental technical reports, impact assessments, mitigation proposals, and supporting graphics and figures

- Support for meetings with resource and regulatory agency staff, including preparation of presentation materials, coordination of meeting logistics, and development of agency engagement strategies to facilitate timely and productive permit review
- Strategic support for permit negotiations, including identification of key agency concerns, development of mitigation and avoidance strategies, and coordination of technical responses to agency comments and requests for additional information
- Monitoring of permit conditions and compliance requirements across active permits, including tracking of permit windows, reporting deadlines, and mitigation obligations
- Support for permit amendments, modifications, or extensions as project scopes or conditions change
- Coordination with OneShoreline's technical and maintenance teams to ensure permitting timelines are integrated with maintenance program schedules and capital project delivery

SERVICE AREA B3 – MITIGATION DESIGN AND MONITORING

Provide mitigation design, implementation support, and long-term monitoring services for wetland, riparian, and water quality mitigation required as conditions of environmental permits governing OneShoreline's routine maintenance activities. As OneShoreline's maintenance programs operate across flood control channels and creek corridors subject to complex regulatory requirements, permit conditions frequently require compensatory mitigation for unavoidable impacts to wetlands, riparian habitat, and water quality. This service area covers the full lifecycle of mitigation obligations, from initial design and implementation through long-term monitoring, adaptive management, and regulatory reporting.

Consultants must be familiar with the mitigation performance standards and reporting requirements of RWQCB, BCDC, USACE, USFWS, and CDFW, and capable of designing mitigation programs that are ecologically sound, logistically feasible in constrained urban creek and channel settings, and defensible to regulatory agencies.

Potential services may include:

Mitigation Design and Implementation Support

- Preparation of mitigation and monitoring plans in compliance with permit conditions issued by RWQCB, BCDC, USACE, USFWS, and CDFW, including establishment of performance standards, success criteria, and monitoring protocols
- Design of wetland and riparian habitat creation, restoration, or enhancement areas, including site assessment, planting palette selection, grading and hydrology recommendations, and preparation of construction documents and specifications
- Design of stormwater treatment or water quality mitigation measures required as permit

conditions, including assessment of treatment options, sizing calculations, and preparation of design documents

- Preparation of bid documents and construction specifications for mitigation installation, and construction management support during mitigation site establishment
- Coordination with OneShoreline, maintenance contractors, and regulatory agencies to integrate mitigation installation with maintenance activity schedules and permit windows

Long-Term Monitoring and Adaptive Management

- Implementation of long-term biological and water quality monitoring programs in accordance with MMP requirements, including establishment of monitoring plots, baseline data collection, and annual monitoring surveys
- Preparation and submission of annual monitoring reports documenting mitigation site conditions, progress toward performance standards, and recommendations for adaptive management, in compliance with permit reporting requirements
- Development and implementation of adaptive management measures in response to monitoring findings, including supplemental planting, invasive species management, modification of hydrology, or other corrective actions necessary to achieve permit performance standards
- Coordination with regulatory agency staff regarding monitoring findings, adaptive management proposals, and progress toward permit closeout, including preparation of agency correspondence and meeting materials
- Tracking of mitigation obligations, monitoring schedules, reporting deadlines, and performance standard attainment across active permit conditions to support program-wide compliance management
- Support for permit closeout processes, including preparation of final monitoring reports and coordination with agencies to demonstrate attainment of mitigation success criteria

Advance Mitigation and RCIS

Support for potential development or participation in a Regional Conservation Investment Strategy (RCIS) under California's AB 2087 framework, including coordination with CDFW on RCIS preparation, credit accounting methodology, and approval processes

- Assessment of OneShoreline's mitigation obligations across active maintenance permits to evaluate the feasibility and potential benefits of an RCIS-based advance mitigation program
- Identification and evaluation of advance mitigation opportunities within OneShoreline's flood zones and surrounding areas that align with RCIS conservation priorities and satisfy recurring permit mitigation obligations
- Development of advance mitigation site designs and supporting documentation for RCIS credit generation, including habitat assessments, restoration plans, and long-term management and monitoring commitments
- Management of RCIS credit accounts and coordination with CDFW to apply advance mitigation

credits toward permit conditions for routine maintenance activities, including documentation of credit debits and maintenance of required credit ledgers

- Strategic support for integrating advance mitigation planning into OneShoreline's broader permitting and maintenance program management, including identification of opportunities to reduce per-project mitigation costs and streamline regulatory processing over time

4.2 Project Schedule and Budget

Services will be delivered under a three-year Agreement on an as-needed basis, subject to a total not-to-exceed amount across all contracts of \$400,000 inclusive of all labor, reimbursable expenses, and subconsultant costs. OneShoreline reserves the right to extend the Agreement by up to one (1) additional year and increase the contract amount in accordance with District requirements.

Work will be authorized and managed through annual workplans developed collaboratively by OneShoreline and the Consultant at the outset of each contract year. Each annual workplan will identify anticipated services, priorities, schedule, and a not-to-exceed budget allocation for that year. Budget allocations may vary across contract years based on program needs; unspent amounts from one year do not automatically carry forward and are subject to OneShoreline's discretion.

Once approved by OneShoreline, the approved annual workplan will serve as the primary authorization for services during that contract year. Individual assignments within the workplan may be further defined through written task authorizations establishing specific scopes, schedules, and budgets.

OneShoreline may authorize on-call work outside the annual workplan to address emergency or unanticipated needs through a separate task order or contract amendment. Such authorizations are subject to District procurement policies and availability of funds within the total contract not-to-exceed amount.

5 CONSULTANT RESPONSIBILITIES AND QUALIFICATIONS

The selected consultant team will be responsible for delivering high-quality technical, planning, and design services in compliance with all applicable federal, state, and local requirements. Given the complexity and multi-jurisdictional nature of OneShoreline's work, the consultant must demonstrate a strong track record in managing similar efforts, coordinating across diverse stakeholders, and integrating climate resilience, environmental permitting, and infrastructure planning. This section outlines the expectations for consultant responsibilities, quality management, firm experience, and key staff qualifications necessary to successfully perform the work.

5.1 Consultant Responsibilities

- Consultant shall ensure full compliance with Federal, State and local laws, directives, and executive orders regarding California Public Contract Code and other provisions of laws applicable to this Project.
- Consultant is responsible for performing this scope in compliance with all applicable federal, state, and local laws, regulations, standards, and guidelines
- Consultant will submit deliverables including all materials developed in electronic format unless

otherwise directed by OneShoreline

- Consultant will provide Quality Assurance/Quality Control (QA/QC) on all services performed by the Consultant
- Throughout the Project, Consultant will coordinate with OneShoreline on all aspects of the work
- All public-facing products will be produced in accordance with accessibility laws, including but not limited to blindness and low vision, deafness, and hearing loss, in compliance with Web Content Accessibility Guidelines 2.0 Level AA and Section 508 of the Rehabilitation Act. These deliverables will specifically be produced in accordance with California Department of Rehabilitation guidelines as per <https://dor.ca.gov/Home/WebAccessibilityToolkit>

5.2 Quality Management

The standard of care applicable to the consultant's work will be the degree of skill and diligence ordinarily employed by professionals performing the same or similar services under similar circumstances in the State of California.

Close coordination between Consultant, OneShoreline, and other OneShoreline-designated partners throughout the course of the work is required. This will ensure that critical information is made available to the appropriate team members in a timely manner.

5.3 Firm Qualifications

Qualified consultant teams must demonstrate significant experience and success in the areas relevant to their proposed service area(s). Candidates need only demonstrate qualifications for the service area(s) they are proposing on.

Service Area A – Maintenance Contract Administration and Field Oversight

- Flood control and creek infrastructure maintenance management, including experience developing CSO solicitations, managing maintenance contracts, and overseeing field operations for public agencies responsible for flood control channels, creek infrastructure, or similar water resources facilities in California.
- Multidisciplinary field team assembly and management, including demonstrated ability to recruit, coordinate, and manage construction management, biological and environmental monitoring, and cultural resources monitoring personnel across maintenance and construction activities.
- Permit compliance and post-action documentation, including experience managing permit conditions, tracking compliance obligations, and preparing post-action reports that satisfy regulatory reporting requirements for maintenance and construction activities.
- Public agency contracting and procurement, including familiarity with California public contracting requirements applicable to maintenance and construction services, including preparation of bid documents, scopes of work, and contract specifications.

Service Areas B1 and B2 – Monitoring and Environmental Permitting Support:

- Environmental permitting for flood control and creek maintenance, including experience preparing and processing permit applications with RWQCB, BCDC, USACE, USFWS, and CDFW for maintenance and capital improvement projects involving flood control channels, wetlands, or riparian corridors in the San Francisco Bay Area.
- Special studies and technical analysis, including experience conducting or managing biological assessments, jurisdictional delineations, habitat evaluations, cultural resources surveys, and other technical studies required to support permit applications or demonstrate regulatory compliance.
- Experience conducting Environmental and Cultural monitoring, including familiarity with special status species and the authorities with jurisdiction over species and suitable habitats, the capacity to conduct tribal consultations, identify resources, and provide monitoring and reporting services for all resources in accordance with local, State and Federal law, and any special conditions set forth in regulatory permits.
- Agency coordination and permitting strategy, including experience building and maintaining productive working relationships with resource and regulatory agency staff, developing proactive engagement strategies that facilitate timely permit review, and successfully resolving complex or contested permit conditions. Consultants must demonstrate the ability to navigate multi-agency permitting processes strategically and efficiently on behalf of public agency clients.

Service Area B3 – Mitigation Design and Monitoring:

- Mitigation planning and design for permitted maintenance activities, including experience preparing mitigation and monitoring plans that satisfy permit conditions issued by RWQCB, BCDC, USACE, USFWS, and CDFW for maintenance activities affecting wetlands, riparian corridors, or water quality in urban creek and flood control settings.
- Wetland and riparian habitat restoration and creation, including experience designing and overseeing implementation of compensatory mitigation sites in constrained urban or semi-urban creek and channel settings, including site assessment, planting design, hydrology evaluation, and construction oversight.
- Stormwater and water quality mitigation design, including experience designing water quality mitigation measures required as permit conditions for maintenance or construction activities, including selection and sizing of appropriate treatment approaches for creek and flood control infrastructure contexts.
- Long-term mitigation monitoring and adaptive management, including experience implementing multi-year biological and water quality monitoring programs in accordance with agency-approved MMPs, preparing annual monitoring reports, developing and implementing adaptive management measures, and managing permit closeout processes with state and federal regulatory agencies.
- Advance mitigation and RCIS experience, including familiarity with California's Regional Conservation Investment Strategy framework under AB 2087 and experience developing or

implementing RCIS-based advance mitigation programs, generating and managing mitigation credits, and applying advance mitigation credits to satisfy permit conditions for maintenance or construction activities on behalf of public agencies.

5.4 Key Staff Minimum Qualifications

Candidates shall identify key personnel and demonstrate that the proposed team collectively possesses the expertise and capacity necessary to deliver high-quality services across the proposed service area(s). Candidates need only address the capability areas corresponding to the service area(s) they are submitting on. While individual team members are not required to possess expertise in every capability area within a given service area, the proposed team as a whole must demonstrate adequate coverage of all relevant areas.

UNIVERSAL CAPABILITY AREA

Capability Area	Desired Experience
Project Management	For all Proposals across service areas. Experience managing complex, on-call maintenance and/or environmental services contracts for public agencies, including coordination with agency staff, subconsultants, and field teams across multiple simultaneous workstreams, with strong schedule and budget management skills.

SERVICE AREA A – ROUTINE MAINTENANCE SUPPORT

Capability Area	Desired Experience
Construction and Maintenance Contract Management	Experience developing CSO solicitations and managing maintenance or construction contracts for flood control, creek, or similar water resources infrastructure, including contractor oversight, field coordination, and quality assurance.
Environmental and Biological Monitoring	Familiarity with biological and environmental monitoring during maintenance or construction activities in riparian, wetland, or flood control settings, including real-time compliance oversight and documentation.
Cultural Resources Monitoring	Familiarity with cultural resources monitoring requirements for maintenance and construction activities, including coordination with qualified monitors and documentation of findings in compliance with applicable requirements.
Permit Compliance and Post-Action Reporting	Experience tracking permit conditions and compliance obligations and preparing post-action reports and other regulatory documentation in accordance with permit requirements.

SERVICE AREAS B1 and B2 – MONITORING AND ENVIRONMENTAL PERMITTING SUPPORT

Capability Area	Desired Experience
Environmental Permitting	Experience preparing and processing environmental permit applications with RWQCB, BCDC, USACE, USFWS, and CDFW for maintenance and capital projects involving flood control channels, wetlands, or riparian corridors in California.
Special Studies and Technical Analysis	Experience conducting or managing biological assessments, jurisdictional delineations, habitat evaluations, or other technical studies required to support permit applications or demonstrate regulatory compliance.
Environmental and Cultural Resources Monitoring	Experience conducting Environmental and Cultural monitoring, including familiarity with special status species and the authorities with jurisdiction over species and suitable habitats, the capacity to conduct tribal consultations, identify resources, and provide monitoring and reporting services for all resources in accordance with local, State and Federal law, and any special conditions set forth in regulatory permits.
Agency Coordination and Strategy	Experience coordinating with resource and regulatory agency staff, preparing meeting materials and presentations, and developing strategic approaches to facilitate timely permit review and resolution of concerns.
Permit Compliance and Reporting	Experience tracking permit conditions and compliance obligations, including monitoring of permit windows, reporting deadlines, and mitigation obligations across active permits.

SERVICE AREA B3 – MITIGATION DESIGN AND MONITORING

Capability Area	Desired Experience
Mitigation Planning and MMP Preparation	Experience preparing mitigation and monitoring plans in compliance with permit conditions from RWQCB, BCDC, USACE, USFWS, and CDFW, including establishment of performance standards, success criteria, and monitoring protocols appropriate for urban creek and flood control settings.
Wetland and Riparian Restoration Design	Experience designing wetland and riparian habitat creation, restoration, or enhancement sites, including site assessment, planting palette development, hydrology evaluation, and preparation of construction documents and specifications for mitigation installation.
Stormwater and Water Quality Mitigation	Experience designing stormwater treatment or water quality mitigation measures required as permit conditions, including evaluation of treatment options and preparation of supporting design documents and sizing calculations.
Long-Term Monitoring and Adaptive Management	Experience implementing multi-year mitigation monitoring programs, preparing annual monitoring reports in compliance with MMP and permit requirements, developing adaptive management responses to monitoring findings, and managing regulatory coordination and permit closeout processes.
Advance Mitigation and RCIS	Familiarity with California's RCIS framework under AB 2087, including experience supporting RCIS development or implementation.

6 EVALUATION

All Proposals submitted in response to this RFP will be evaluated through a multi-stage review process led by OneShoreline. The evaluation will consider technical quality, team qualifications, project understanding, cost reasonableness, and compliance with RFP requirements. OneShoreline will ultimately contract with a single consultant who may manage a consultant team. The selection process should be finished within 60 days of the submission of responses.

6.1 Identify Responsive Proposals

Upon receipt, each Proposals will be reviewed for compliance with basic submission requirements. This includes, but is not limited to:

- Timely submission by the deadline.
- Adherence to page limits and formatting requirements.
- Inclusion of *all required components*.
- Confirmation that key staff meet minimum qualifications.
- Acceptance of OneShoreline’s standard contract terms or disclosure of exceptions.

Proposals that do not pass this initial review will be deemed non-responsive and will not proceed to the evaluation stage. OneShoreline may request clarifications solely for the purpose of verifying eligibility or correcting non-substantive administrative errors.

6.2 Material Evaluation

The selection panel will evaluate Proposals based on the following criteria:

Criterion	Evaluation
Firm and Team Qualifications	Demonstrated experience providing services relevant to the proposed service area(s), including flood control maintenance, environmental permitting, mitigation design, or related disciplines; qualifications, roles, availability, and capacity of proposed key team members.
Technical Approach	Quality and appropriateness of the proposed approach to delivering services within the proposed service area(s).
Relevant Project Experience and References	Relevance and quality of past projects described within the proposed service area(s); relevance and strength of references for comparable projects.
Cost and Billing Rates	Reasonableness, transparency, and competitiveness of proposed billing rates relative to the scope of services and anticipated needs.
Quality and Responsiveness	Clarity, organization, and completeness of the Proposal; demonstrated understanding of OneShoreline’s program needs and the specific challenges of maintaining permitted flood control infrastructure in a complex regulatory environment.

6.3 Interviews

OneShoreline reserves the right to invite shortlisted consultant teams to participate in interviews as part of the evaluation process. If conducted, interviews will be held in person or remotely and will focus on team qualifications, approach, and ability to collaborate effectively with OneShoreline and project partners. Final consultant selection will be based on written evaluations and, if interviews are conducted, interview performance. Key staff should reserve availability for an interview April 22–24.

6.4 Selection and Contract Award

Following the evaluation process, OneShoreline will notify the highest-ranked consultant(s) and initiate contract negotiations. If negotiations are unsuccessful, OneShoreline reserves the right to enter into negotiations with the next highest-ranked candidate(s).