



**SAN RAFAEL**  
THE CITY WITH A MISSION

Agenda Item No: 4.b

Meeting Date: January 16, 2024

**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: City Manager, Sustainability Division

Prepared by: Kate Hagemann  
Climate Adaptation and Resilience  
Planner

City Manager Approval: \_\_\_\_\_

**TOPIC: SEA LEVEL RISE PLANNING SERVICES AGREEMENT**

**SUBJECT: RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH MOFFAT AND NICHOL FOR SEA LEVEL RISE PLANNING SERVICES IN AN AMOUNT NOT TO EXCEED \$520,000**

**RECOMMENDATION:**

Adopt the resolution authorizing the City Manager to negotiate and enter into a Professional Services Agreement with Moffat and Nichol for sea level rise planning services in an amount not to exceed \$520,000

**BACKGROUND:**

The City of San Rafael is part of a collaborative planning effort exploring the feasibility of different adaptation actions to respond to rising sea levels (project). This work is funded through grants received from the State Coastal Conservancy (\$700,000), the Marin Community Foundation (\$62,000), and the Governor’s Office of Planning and Research (\$644,200).

On November 21, 2022, the City Council [voted to accept](#) the grant funding for the project from the State Coastal Conservancy and Marin Community Foundation. Similarly, on July 17, 2023, the City Council [voted to accept](#) the grant funding from the Office of Planning and Research.

While the City of San Rafael is formally the grantee, the project is a collaborative effort with many partners including, the County of Marin, Canal Alliance, the Multicultural Center of Marin, and researchers at the University of California Berkeley (“Project Team”). The project budget and work are distributed across the team, and implementation of many tasks are underway. The Project will conduct a technical feasibility study that considers a range of sea level rise adaptation measures within the Project Study Area. It will also develop recommended policy language that can inform other city plans and guiding documents. The intention is to create a collaborative planning process that elevates the community’s role in decision-making throughout the process.

Several tasks require support and subject matter expertise from planning and engineering consultants. These tasks are focused on supporting a community-informed technical feasibility study of sea level rise options along the greater Canal District shoreline of San Rafael, which is

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

approximately the shoreline areas between the Richmond-San Rafael Bridge and McNeers Beach (Project Study Area).

The consultant team will evaluate the technical feasibility of options that can increase community resilience to sea level rise and flooding in the Project Study Area. The options will reflect community priorities and technical feasibility, with at least one option identified along with specific recommendations for further development and implementation (i.e., considerations for landowner approval, project lead for CEQA and permitting, etc.).

The consultant team will also complete a more detailed vulnerability assessment focused on short-term life-safety risks and cascading impacts from infrastructure failures. This work will engage the agencies responsible for critical infrastructure, including below-ground assets. Based on the community's expressed priorities and the findings from the vulnerability analysis, the consultant will then rank and prioritize adaptation measures where they are most needed to ensure that infrastructure can continue to provide essential services. Finally, the consultant will work with the project partners to develop the final recommendations, presenting a prioritized set of actionable adaptation actions. The consultant will be responsible for gathering better data on the physical, ecological, and social conditions which serve as the basis for sound design.

**ANALYSIS:**

The City issued a [request for proposals](#) on August 21, 2023. There was significant interest in the RFP, with hundreds of views on the webpage, more than 1200 views on the LinkedIn post, and more than 50 attendees at the optional pre-submittal briefing call. In total, six proposals were submitted with broad teams. These proposals were reviewed by an 8-person panel (four from the City as well as representatives from the County of Marin's Department of Public Works, UC Berkeley, Canal Alliance, and the Multicultural Center of Marin). The review committee reviewed the proposals and ranked them to identify four finalist firms who were invited for interviews.

The Moffat and Nichol team received the highest score for their proposed approach to the sea level rise planning project. Their proposal included a large team, including CMG Landscape Architecture, Environmental Science Associates, Deltares, ENGE0, Cinquini & Passarino, Inc., and The San Francisco Estuary Institute.

This proposed team demonstrated a broad and deep level of subject matter expertise across a range of disciplines that would support the successful completion of the sea level rise study. Additionally, their proposal outlined a strong understanding of the challenges of adapting to sea level rise and very relevant prior experience in other communities facing similar issues.

**FISCAL IMPACT:**

The scope of work for the consultants will be funded entirely by grant funds. There is no negative General Fund impact, as the City will receive funding from these grant funds for indirect expenses associated with managing the grants.

**OPTIONS:**

The City Council has the following options to consider relating to this item:

1. Adopt the resolution authorizing the City Manager to negotiate and enter into a Professional Services Agreement with Moffat and Nichol for sea level rise planning services in an amount not to exceed \$520,000
2. Adopt the resolution with modifications.
3. Do not adopt the resolution at this time and direct staff to come back with more information.

**RECOMMENDED ACTION:**

Adopt a resolution authorizing the City Manager to negotiate and enter into a Professional Services Agreement with Moffat and Nichol for sea level rise planning services in the amount of \$520,000.

**ATTACHMENT**

1. Resolution

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH MOFFAT AND NICHOL FOR SEA LEVEL RISE PLANNING SERVICES IN AN AMOUNT NOT TO EXCEED \$520,000**

**WHEREAS**, the City is part of a collaborative sea level rise planning project that has received grant funds from the State Coastal Conservancy, the Marin Community Foundation, and the Governor's Office of Planning and Research; and

**WHEREAS**, the City requires outside professional sea level rise planning services to successfully complete the grant-funded activities; and

**WHEREAS**, the City has completed a competitive selection process for professional services and the selection committee has recommended Moffat and Nichol as the most qualified team;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of San Rafael hereby authorizes the City Manager to execute an Agreement for Professional Services between the City and Moffat and Nichol for sea level rise planning services, in an amount not to exceed \$520,000.

I, **Lindsay Lara**, Clerk of the City of San Rafael, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting of the San Rafael City Council held on the 16<sup>th</sup> day of January 2024, by the following vote to wit:

**AYES:**           **Councilmembers:**  
**NOES:**           **Councilmembers:**  
**ABSENT:**       **Councilmembers:**

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**Lindsay Lara, City Clerk**