

AGENDA ITEM NO. 6-E

MONTEREY PENINSULA REGIONAL PARK DISTRICT BOARD REPORT

DATE: April 1, 2026
TO: Board of Directors
FROM: Jake Smith, Planning & Conservation Program Manager
REVIEWED BY: Eric Morgan, General Manager *E. S. Morgan*
SUBJECT: Approval To Amend Contract with Jodi McGraw Consulting for On-Call Environmental Planning and Management Services

SUMMARY

Staff request that the Board authorize and direct the Interim General Manager to amend MPRPD's agreement with Jodi McGraw Consulting (JMc) for on-call environmental planning and management services.

FISCAL IMPACT

Extending the term and increasing the budget would allow staff to bill \$100,000.00 of additional on-call environmental planning and management services, resulting in a new total contract Not-to-Exceed (NTE) amount of \$140,000.00.

FUNDING SOURCE

Funding is expected to be drawn from the following accounts

- Planning & Conservation Services
- Community Facilities District Services

FUNDING BALANCE

Varies by account and fiscal year.

DISCUSSION

Background

Jodi McGraw Consulting (JMc) was prequalified in November 2023 through a competitive Request for Qualifications (RFQ) process to provide specialized environmental planning and biological services.

In October 2025, MPRPD entered into a not-to-exceed \$40,000 contract with JMc for on-call services (**ATTACHMENT 1**). Since that time, JMc has been instrumental in the reinstatement of essential grazing and grassland management protocols, including:

Palo Corona Regional Park: Fall Grassland Residual Dry Matter (RDM) monitoring and reporting.

Palo Corona Regional Park: Grassland Management Plan grazing rotation review and expert consultation.

With only \$14,529.40 remaining in the current agreement, staff anticipate these funds will be fully exhausted within the next 4–6 weeks as critical semi-annual floristic monitoring begins.

RECOMMENDED ACTION

Staff have found JMc's contributions to be highly effective and well-aligned with the District's goals; consequently, staff wish to augment the budget and extend the contract term to ensure continued support for the Conservation Grazing Program and other District initiatives. As the agreement is set to expire on June 30, 2026, staff seek a one-year extension with options for up to three additional years to provide long-term continuity for Planning & Conservation Division projects.

Staff respectfully recommend that the Board:

1. Authorize and direct the General Manager to execute the amendment to the agreement with JMc (**ATTACHMENT 2**) substantially as to form

ATTACHMENTS

1. [JMc Contract 202526-500-01](#)
2. [Draft JMc Contract Amendment 1](#)