



GREAT REDWOOD TRAIL AGENCY

MEETING DATE: July 17, 2025

FROM: Elaine Hogan

RE: Delegate Authority to Executive Director to Execute Contract with Friend of Boon for Property Management & Outreach Services In Mendocino County

EXECUTIVE SUMMARY:

GRTA publicly posted a Request for Proposals (RFP) seeking qualified vendors to provide outreach and enhanced support services to individuals experiencing homelessness along the GRTA right-of-way and regular property monitoring and clean-up to prevent and remediate associated negative impacts to our property. We received one proposal from Friend of Boon, a non-profit organization based in Ukiah, CA. This item seeks board approval of the procurement process and delegated authority to the Executive Director to execute a professional services agreement with Friend of Boon in an amount not to exceed \$125,896.

BACKGROUND:

As GRTA moves toward transition the rail corridor into a non-motorized trail, we seek to restore areas of former industrial railroad use to more natural ecological conditions that enhance wildlife habitat and create opportunities for public recreation. Presently, no undeveloped trail segments are open to the public and no camping or trespassing is permitted on GRTA property, as no suitable facilities exist. However, there are areas of our property being inappropriately utilized and accessed, including for unauthorized camping, which cause significant challenges and impact our ability to meet our goals. Many of the unauthorized camping and other uses of our property stem from systemic issues that our region, state and nation deal with as a result of homelessness and addiction, which impact communities along current and proposed trail segments. We have been actively searching for partnerships with public, private and non-profit entities to improve conditions in our shared public spaces so they can be enjoyed by all. After significant initial work by the Executive Director to determine the scope of available services that existing community organizations and contractors could provide, staff released a Request for Proposals seeking property management-related services with an increased outreach frequency, enhanced support services and regular property monitoring and clean-up. We received one proposal for services in Mendocino County, and staff recommends move forward with a professional services agreement with Friend of Boon.

Friend of Boon is a non-profit, 501 (c)(3) based in Ukiah, CA dedicated to aiding those in need with a history of creating supportive spaces through 12-step meetings, community events including clean-ups, and food gatherings. Their service model brings a community-focused approach to GRTA's property management efforts by enhancing outreach to the houseless community that may be found on our property. Their goal is to engage regularly with individuals experiencing homelessness on GRTA property, providing them with crucial services such as mental health support and housing resources. Additionally, to keep undeveloped trail areas clean and safe, regular monitoring and organization of clean-up activities will be conducted with a dedicated team of service-driven volunteers and staff. By working directly with the

court system, their volunteer base for regular monitoring and clean-up of GRTA property includes people recovering from addiction, making community service a component of recovery.

Prior to releasing the request for proposals, the Executive Director contacted multiple potential service partners, and evaluated the services needed and what entities would be able to provide them under the new direction of GRTA's intended management of unauthorized use of its real property. In order to maximize potential contractors, staff then released the request for proposals, and received on response for each of the two counties within which services would be provided. In light of the prior analysis by the Executive Director, and the submission of a single responsive proposal for each area, a formal Evaluation Committee was not convened pursuant to the adopted policy. Staff recommends the Board find that the selection of Friend of Boon substantially complies with Handbook Section 1206 and waive the requirement of creating a formal Evaluation Committee, in light of the submission of a single appropriate contractor that the Executive Director has determined meets the contracting need. Staff further recommends the Board delegate authority to the Executive Director to execute a contract with Friends of Boon for the services described. The proposed contract was anticipated for this Fiscal Year, and is within the adopted Fiscal Year 2025-2026 Budget.

RECOMMENDATION:

Staff recommends the Board approve the selection of Friend of Boon as substantially compliant with the policy set forth in Handbook Section 1206, and delegate authority to the Executive Director to enter into a Professional Services Agreement with Friend of Boon for property management and outreach services along 16 miles of agency property between Ukiah and Willits in Mendocino County, CA, for a period of one year in an amount not to exceed \$125,896, in a form approved by Counsel.

FISCAL IMPACT:

\$125,896 from Contract Service Fees planned in our FY 2025-26 budget.
