



COUNCIL REPORT

DATE: November 18, 2025

CATEGORY: Consent

DEPT.: Community Services Department

TITLE: **Biodiversity and Urban Forest Plan,
Project 23-37—Authorize Amendment to
Professional Services Agreement**

RECOMMENDATION

Authorize the City Manager or designee to amend the professional services agreement with San Francisco Estuary Institute, a nonprofit 501(c)(3) (Business Entity No. 1141169), increasing compensation by \$54,880 for an amount not to exceed \$872,880.

BACKGROUND

On [June 8, 2021](#), Council adopted the City's Strategic Roadmap with seven strategic priorities, including "Sustainability and Climate Resilience." Two projects identified for this priority included "Update the 2015 Community Tree Master Plan and review existing guiding policies and ordinances in coordination with the update," and "Define biodiversity requirements for landscaping in Mountain View." On [June 28, 2022](#), Council adopted funding for Fiscal Year 2022-23 Capital Improvement Program (CIP) projects which included a project to create the Citywide Biodiversity and Urban Forest Plan (Plan) to inform City plans, projects, and ordinances regarding vegetation, wildlife and species that will increase local habitats, withstand climate change, and create a more resilient environment.

On [August 30, 2022](#), the City Council authorized a professional services agreement in the amount of \$568,000 with San Francisco Estuary Institute (SFEI) to develop the Plan. SFEI has an established history of working with agencies to provide science-based research and environmental consulting services. On [May 14, 2024](#), the City Council authorized an amendment to the agreement with SFEI in the amount of \$250,000 to increase compensation and revise the scope of services to include a more robust role in the community outreach for the Plan.

ANALYSIS

The Biodiversity and Urban Forest Plan has broad applicability to policies, plans, projects, programs, and services across multiple City departments, including Community Services, Public Works, Community Development, and Sustainability. Consequently, it was essential to complete a comprehensive interdepartmental review, with staff in various departments providing valuable

input. This inclusive approach ensures that the Plan’s recommendations are practical, implementable, and aligned with City operations and priorities.

As a result of this extensive internal review process, substantial revisions to the draft Plan were required to address all departmental feedback. These revisions strengthen consistency with other key City plans and initiatives, including those related to planning, development, climate action, transportation, and stormwater management. The changes ensure that the Plan’s strategies complement and support these ongoing efforts rather than duplicate or conflict with them.

The above review and revision process took more time and effort than anticipated. The requested increased compensation will enable SFEI to complete the additional coordination, analysis, and revisions necessary to produce a final Plan that accurately reflects City goals and operational realities, and that provides an actionable framework for advancing biodiversity and urban forest management citywide.

FISCAL IMPACT

Biodiversity and Urban Forest Plan, Project 23-37, is funded with \$1.0 million from the Capital Improvement Program Reserve and has sufficient funds for the recommended action. No additional appropriation is being requested at this time.

LEVINE ACT

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a “license, permit, or other entitlement for use” if the official has received a campaign contribution exceeding \$500 from a party, participant, or agent of a party or participant within the last 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information see the Fair Political Practices Commission website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html

Please see below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

SUBJECT TO THE LEVINE ACT

☒ Material contract modification or amendment

ALTERNATIVES

1. Do not approve the recommended professional services agreement amendment.
2. Provide other direction.

PUBLIC NOTICING—Agenda posting.

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