



**Request for Proposals  
for  
Pappa Rosa Property Agricultural Lease**

January 5, 2022  
(RFP – 2022-001)

**SUBMITTAL INSTRUCTIONS**

Please submit proposals to SAFCA by 2:00 p.m. on **January 31, 2022**. Proposals shall be in a single PDF file of under 10 megabytes submitted by email to:

Request for Proposals (RFP) Coordinator:  
Melanie Saucier, Principal Planner  
[SaucierM@saccounty.net](mailto:SaucierM@saccounty.net)

Please cc: [herediaj@saccounty.net](mailto:herediaj@saccounty.net)

Questions on this RFP may be submitted by email to the RFP Coordinator up to 10 business days before the proposal is due (i.e. submit questions by January 18, 2022 at 2:00 p.m.). Also please contact the RFP Coordinator by email if you wish to receive responses to questions and other updates. SAFCA’s responses will be sent at least 5 business days prior to the proposal due date (i.e. responses to questions will be issued by January 24, 2022). All communications concerning this RFP must be directed to the RFP Coordinator at the provided email addresses. Unauthorized contact regarding the RFP with other SAFCA employees, consultants or contractors may result in disqualification. Any oral communications shall be considered unofficial and nonbinding on SAFCA.

**DEADLINES AND SCHEDULE OF EVENTS**

|          | <b>EVENT</b>                                | <b>DATE</b>      | <b>TIME</b> |
|----------|---------------------------------------------|------------------|-------------|
| <b>1</b> | SAFCA Issues RFP                            | January 5, 2022  |             |
| <b>2</b> | Deadline for Questions Submitted by Email   | January 18, 2022 | 2:00 PM     |
| <b>3</b> | SAFCA Issues Responses to Questions         | January 24, 2022 | 5:00 PM     |
| <b>4</b> | Deadline for Applicants to Submit Proposals | January 31, 2022 | 2:00 PM     |
| <b>5</b> | Preliminary Selection                       | February 4, 2022 |             |

|   | <b>EVENT</b>                    | <b>DATE</b>       | <b>TIME</b> |
|---|---------------------------------|-------------------|-------------|
| 6 | SAFCA Board Authorizes Contract | February 17, 2022 |             |
| 7 | Lease Effective                 | March 1, 2022     |             |

## 1 General Information

The Sacramento Area Flood Control Agency (SAFCA) invites you to submit a proposal to lease agricultural land at the Pappa Rosa property in the Natomas Basin, in northwestern Sacramento County (see Figure A1). SAFCA has assumed long term Operations and Maintenance (O&M) obligations for specific areas in these general locations, many of which include mitigation sites that were established to compensate for habitat impacts resulting from flood system infrastructure improvements. SAFCA is required to ensure that these mitigation sites continue to meet performance criteria per statutory regulatory permits. To meet these requirements, portions of these lands are kept in agricultural production specifically to provide foraging habitat for Swainson's hawk and habitat for other species listed under the federal and state Endangered Species Acts.

Proposals are currently only open for the Pappa Rosa site, the boundaries of which are shown on Figure A1.

### 1.1 Description of Actions

The agricultural lease will be for cultivated agriculture operations on the Pappa Rosa property (Exhibit A) with maintenance responsibilities for infrastructure associated with the agricultural operation, including: irrigation system maintenance and operation; invasive/noxious weed control using mechanical and/or chemical methods; trash and debris removal; fence and gate maintenance; farm road maintenance; and, general site maintenance.

The lease shall be for a period of approximately five (5) years commencing on March 1, 2022 and ending December 31, 2026. Regular communication/meetings with SAFCA staff will be an integral part of project activities.

Questions regarding this RFP are to be directed in writing to the RFP Coordinator: [SaucierM@saccounty.net](mailto:SaucierM@saccounty.net) with a cc to [herediaj@saccounty.net](mailto:herediaj@saccounty.net).

### 1.2 Lessee Qualifications and Experience

All agricultural producers that meet the minimum qualifications are eligible, and for the purpose of this request, an eligible respondent is defined as:

- A. A single producer or operator,
- B. A partnership or company,

- C. A corporation or association,
- D. A non-profit organization, or
- E. A university or educational institute/organization.

The potential agricultural lessee will be required to submit a proposal that describes how they meet each of the following minimum qualifications:

- A. Two years of experience in agricultural production,
- B. Possession or the ability to source the necessary equipment for agricultural production, and
- C. Possess or are able to secure the services of a Pesticide Applicator.
- D. Meet the minimum insurance requirements as described in Exhibit B.

### 1.3 Quality Assurance & Agency Coordination

The Lessee shall email a quarterly operations summary to SAFCA and inform SAFCA and its land preserve manager of any important issues that arise during the reporting period, which shall include the following:

- The status of the sites, i.e. changes in site conditions;
- The agricultural activities that occurred during that reporting period for each site; and,
- Anticipated activities for the following reporting period.

Exceptional events, such as wildfire, homeless encampments, and illegal activities shall be communicated to SAFCA immediately, and included in the quarterly operations summary.

Suggestions for changes in agricultural management may be included in the reports. The Lessee must obtain approval before implementing any proposed changes. If a critical need arises, the Lessee shall contact Melanie Saucier (SAFCA, Principal Planner) immediately at (916) 874-3140 or [SaucierM@saccounty.net](mailto:SaucierM@saccounty.net).

The Lessee shall be available to conduct monthly site visits and attend periodic meetings called at the discretion of SAFCA, with SAFCA staff and/or SAFCA's consultant responsible for managing the agricultural lands, to inspect work performed by the Lessee and to determine future management actions.

### Industry Standards

Anything customarily necessary or as requested by SAFCA, based on agricultural standards, for proper completion of the agricultural operations and not otherwise addressed in this RFP or the contract, shall be furnished and performed by the Lessee even though not contained in the specifications.

## Supervision

The Lessee is solely responsible for direct supervision of the Lessee's personnel or subcontractors while operating on the Agricultural Properties.

## 1.4 Measurement & Basis for Payment

Payment shall be made to SAFCA annually, prior to January 1, for Pappa Rosa fields under lease. Please refer to section 4.5 for lease rates.

## 2 Scope of Work/Activities:

The agricultural lease includes responsibility for maintaining lands and infrastructure associated with the agricultural operations, including:

- A. Fence and gate repair,
- B. Farm road maintenance to maintain access and prevent erosion,
- C. Mowing for weed control, fire control, and improving raptor foraging habitat,
- D. Control of noxious weeds and invasive plants (including, but not limited to yellow star-thistle, medusahead grass, and barb goatgrass. Management activities may include:
  - a. Application of herbicides
  - b. Manual/mechanical removal
  - c. Mowing,
- E. Acquiring and purchase of any necessary irrigation water, and
- F. If any agricultural fields are left fallow: plowing, planting cover crops and/or native grasses, and mowing for weed abatement.

The agricultural lease is strictly for activities directly related to and in support of agricultural crop production. Recreation, hunting, agri-tourism, farm stands, and other commercial uses are prohibited.

## 3 Property Covered:

The property associated with this RFP is located within the Natomas area (Exhibit A) and include Accessor Parcel Numbers (APNs): 201-0270-092-0000; 201-0270-093-0000; and 201-0270-080-0000. **Pappa Rosa** fields are 47 acres in total area and are currently in row crops. Irrigation water for Pappa Rosa is supplied by turnouts from the Elkhorn Irrigation Canal, operated by NCMWC. The Lessee will purchase irrigation water from NCMWC for agricultural crop production on Pappa Rosa, under existing landowner/shareholder rights owned by SAFCA.

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## 4 Organization of Proposal

### 4.1 Transmittal Letter

The proposal must include a transmittal letter signed by a person authorized by the organization to undertake projects and enter into contracts. The letter should include the name, address, email address, and phone number of the organization's primary contact person. The primary contact person should be able to answer questions on the submittal, arrange an interview, and manage contract negotiations.

### 4.2 Organization/Qualifications

Provide a maximum four-page statement describing the applicant's experience and capacity to meet the minimum qualifications described in this RFP. The proposal shall demonstrate the applicant's experience with agricultural production and possession or ability to obtain adequate farm equipment to farm the property and shall include a description of the proposed agricultural production. The proposed agricultural activity discussion shall include plans for obtaining irrigation water and any associated agricultural leases for neighboring properties that may be necessary or beneficial for the agricultural production on the proposed property, recognizing that arrangements for outside irrigation or activities on adjacent fields may be adaptive and may be modified as conditions change.

### 4.3 References

Provide two references in the past five years or one reference in the past two years that can attest to the applicant's experience in agricultural production. Include contact information on the responsible manager/landowner, including name, current address, current telephone number, and current email address (if available) of references.

### 4.4 Insurance

Provide a summary of the applicant's insurance coverage including public liability, automobile, workers' compensation, and environmental liability. The successful applicant shall also summarize their ability to have in place all necessary insurance coverage and limits under SAFCA's standard contract terms, which are attached hereto as Exhibit B.

### 4.5 Lease Rates

Please see Table 1 below, which are the current lease rates, to determine the annual payment terms for the property.

**TABLE 1: AGRICULTURAL RATE FOR PAPPA ROSA**

| <b>Property</b> | <b>Estimated Acres Available</b> | <b>Allowable Crops</b>         | <b>Lease Rate Basis</b>                          |
|-----------------|----------------------------------|--------------------------------|--------------------------------------------------|
| Pappa Rosa      | 47                               | Low growing crops <sup>1</sup> | 15 percent of the gross proceeds from crop sales |

<sup>1</sup>Low growing crops appropriate for Swainson's hawk foraging habitat include tomatoes, beans, beets, potatoes, melons, squash, pumpkins, and alfalfa. Wheat, oats, and barley are also permissible. Other crops may be allowed with prior consultation with and approval by SAFCA. Orchards, vineyards, corn, sunflower, and safflower are not allowable.

## 5. Selection Process

SAFCA will select the most qualified applicant that proposes to complete the requested scope of farming activities. SAFCA may request interviews with all or a subset of the applicants if an interview would enable a more complete evaluation of otherwise closely ranked submittals or if a clarification of responses would help with the selection. The proposals will be scored using the contents of the proposal as described above and other information such as might be provided during interviews if they are held. Proposals will be evaluated on the basis of three criteria, weighted in the selection decision as follows:

- 30% Past experience with conservation-oriented agricultural practices,
- 30% References from past agricultural leases and the ability of the applicant to adequately meet contract terms in a timely manner, and
- 40% Feasibility of the agricultural proposal to be implemented and meet management goals and objectives.

SAFCA reserves the right to reject any proposals received for any reason, to negotiate and enter an agreement with any qualified applicant, or to cancel the process. All proposals and material submitted to SAFCA will become the property of SAFCA and be subject to public disclosure, and submittal of an RFP will be considered proof of consent to such disclosure. SAFCA is not liable for any costs incurred in the preparation and submittal of a proposal.

SAFCA reserves the right to award all, part, or none of the leases at its sole discretion based on the proposals received. SAFCA staff will advise all RFP submitters on the relative ranking of the proposals. The final selection of applicant will be subject to approval by the SAFCA Board of Directors.

## 6. Lease Agreement

After the proposals have been evaluated by SAFCA, the RFP Coordinator will invite the best-evaluated applicant to participate in negotiations with SAFCA. SAFCA reserves the right, at its sole discretion, to negotiate with the apparent best-evaluated applicant.

The apparent best-evaluated applicant shall be prepared to enter into a lease agreement with SAFCA which shall be substantially the same as the Lease Agreement Template

included in Exhibit C of this RFP. Notwithstanding, SAFCA reserves the right to add terms and conditions, deemed to be in the best interest of SAFCA, during final lease agreement negotiations. Any such terms and conditions shall be within the scope of the RFP and shall not affect the basis of proposal evaluations.

The lease agreement will be for the period from March 1, 2022 through December 31, 2026, subject to renewal, or termination for non-performance.

SAFCA staff will make a recommendation to the Board on award of a lease or rejection of the proposals, in accordance with applicable SAFCA contracting policies and authorities.

**Exhibit A. Agricultural Field Location**

**Exhibit B. Insurance Requirements**

**Exhibit C. Lease Agreement Template**