

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF HOUSING OR THE DIRECTOR'S DESIGNEE TO EXECUTE: A) AN AGREEMENT WITH BAIRD + DRISKELL COMMUNITY PLANNING IN A TOTAL AMOUNT NOT TO EXCEED \$770,500 FOR THE TERM OF AUGUST 1, 2020 THROUGH JANUARY 31, 2023 TO SUPPORT THE 21 JURISDICTIONS WITHIN, AND INCLUDING, SAN MATEO COUNTY WITH THEIR HOUSING ELEMENTS AND APPROVING A WAIVER OF THE REQUEST FOR PROPOSALS PROCESS FOR THIS AGREEMENT; AND B) A COLLABORATION AGREEMENT WITH THE TOWN OF ATHERTON, CITY OF BELMONT, CITY OF BRISBANE, CITY OF BURLINGAME, TOWN OF COLMA, CITY OF DALY CITY, CITY OF EAST PALO ALTO, CITY OF FOSTER CITY, CITY OF HALF MOON BAY, TOWN OF HILLSBOROUGH, CITY OF MENLO PARK, CITY OF MILLBRAE, CITY OF PACIFICA, TOWN OF PORTOLA VALLEY, CITY OF REDWOOD CITY, CITY OF SAN BRUNO, CITY OF SAN CARLOS, CITY OF SAN MATEO, CITY OF SOUTH SAN FRANCISCO, AND TOWN OF WOODSIDE, WHICH SETS FORTH EACH PARTY'S OBLIGATIONS FOR PAYMENT TO THE COUNTY FOR REIMBURSEMENT OF COSTS TO BAIRD + DRISKELL COMMUNITY PLANNING AND FOR CONTRACT ADMINISTRATION AND MANAGEMENT UNDER THE AGREEMENT WITH BAIRD + DRISKELL COMMUNITY PLANNING

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the California Department of Housing and Community Development (HCD) determines the total number of new homes that need to be built in order to meet the housing needs in each region of California called the Regional Housing Needs Determination (RHND); and

WHEREAS, the Association of Bay Area Governments (ABAG) receives the RHND from HCD for the Bay Area region, including San Mateo County, and further

distributes the Regional Housing Needs Allocation (RHNA) to each city and county in the Bay Area; and

WHEREAS, ABAG will soon assign the Town of Atherton, City of Belmont, City of Brisbane, City of Burlingame, Town of Colma, City of Daly City, City of East Palo Alto, City of Foster City, City of Half Moon Bay, Town of Hillsborough, City of Menlo Park, City of Millbrae, City of Pacifica, Town of Portola Valley, City of Redwood City, City of San Bruno, City of San Carlos, City of San Mateo, City of South San Francisco, and Town of Woodside (collectively, “Participants”) their respective portions of the Bay Area region RHND; and

WHEREAS, under California’s Housing Elements Law (Cal. Gov Code § § 65580-65655), each jurisdiction in the State is required to update the Housing Element of its General Plan every eight years, which must be certified by HCD; and

WHEREAS, the next Housing Element update for Participants is due in January 2023 and, once adopted, will cover the years 2023-2031; and

WHEREAS, the Department of Housing (DOH) and City/County Association of Governments have co-sponsored a multi-year project known as the 21 Elements Project (the “Project”) through which Participants cooperate to update their respective Housing Elements; and

WHEREAS, the Project facilitated the Sub-RHNA process in 2006-08 and continued through two Housing Element preparation cycles in 2007-09 and 2013-15 and their associated implementation cycles; and

WHEREAS, Baird + Driskell Community Planning (“Baird + Driskell”) has rendered consulting services to the Project since 2009; and

WHEREAS, in the previous cycle of Housing Element updates, covering the 2014 – 2022 period, Baird + Driskell provided a set of optional support services for Participants, which helped ensure that all Participants’ Housing Elements were certified by HCD (“RHNA-related Services”); and

WHEREAS, all Participants have opted to procure varied levels of Baird + Driskell’s RHNA-related Services for the 2023-2031 Housing Elements cycle; and

WHEREAS, DOH recommends that the Board waive the Request for Proposals (“RFP”) requirement for procurement of RNHA-related Services pursuant to Section IV.C (Non-Emergency - General Exemptions) of the San Mateo County Administrative Memorandum Number B-1, dated September 1, 2020, which states that services that are a continuation of an ongoing project and that have unique performance factors do not require competitive procurement. RHNA-related Services are a continuation of the Project, for which the County has contracted with Baird + Driskell since 2009. In addition, the performance factors that are associated with Housing Element updates are set forth by numerous HCD regulations and guidelines, with which Baird + Driskell is familiar; and

WHEREAS, Participants, excluding County, are expected to collectively contribute a total of \$755,000 to County under a collaboration agreement for their respective share of the costs of the RHNA-related Services provided by Baird + Driskell to each of them; and

WHEREAS, County's contribution for RHNA-related services shall not exceed \$15,500; and

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors adopt a resolution A) authorizing the Director of the Department of Housing or the Director's Designee to execute an agreement with Baird + Driskell Community Planning in a total amount not to exceed \$770,500 for the term of August 1, 2020 through January 31, 2023 to support the 21 jurisdictions within, and including, San Mateo County with their Housing Elements and approving a waiver of the Request for Proposals process for this agreement; and B) authorizing the Director of the Department of Housing or the Director's Designee to execute a collaboration agreement with the Town of Atherton, City of Belmont, City of Brisbane, City of Burlingame, Town of Colma, City of Daly City, City of East Palo Alto, City of Foster City, City of Half Moon Bay, Town of Hillsborough, City of Menlo Park, City of Millbrae, City of Pacifica, Town of Portola Valley, City of Redwood City, City of San Bruno, City of San Carlos, City of San Mateo, City of South San Francisco, and Town of Woodside, which sets forth each party's obligations for payment to County for reimbursement costs to Baird + Driskell Community Planning and for contract administration and management under the Agreement with Baird + Driskell Community Planning.

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