

**RESOLUTION NO. .**

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

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**RESOLUTION WAIVING THE REQUEST FOR PROPOSALS PROCESS AND AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF HOUSING OR THE DIRECTOR'S DESIGNEE TO EXECUTE AGREEMENTS WITH: A) BAIRD + DRISKELL COMMUNITY PLANNING, IN AN AMOUNT NOT TO EXCEED \$425,000 OVER THE TWO YEAR TERM OF JULY 1, 2017 THROUGH JUNE 30, 2019 TO CONDUCT THE 21 ELEMENTS PROJECT; AND B) THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS FOR RECEIPT OF \$87,500 IN C/CAG FUNDS FOR REIMBURSEMENT OF PROJECT COSTS INCURRED IN FY 2017-18**

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

**WHEREAS**, since 2006, the Department of Housing (DOH) and City/County Association of Governments of San Mateo County (C/CAG) have co-sponsored a multi-year project called the 21 Elements Project (the "Project") through which all twenty-one jurisdictions in San Mateo County have cooperated to sub-allocate the County's share of planned regional housing growth and update local Housing Elements and;

**WHEREAS**, Phases 1 through 7 of the Project have been completed, having provided important benefits to participating jurisdictions including cost savings in preparation of and successful certification of their respective Housing Elements and;

**WHEREAS**, on June 16, 2015, the Board of Supervisors approved a two-year Agreement with Baird + Driskell Community Planning (BDCCP) to conduct Phase 7 of the Project in order to help jurisdictions implement and monitor their respective housing elements as well as consider additional housing-related policies and programs, work

which has been successfully completed and;

**WHEREAS**, DOH wishes to retain the services of BDCP for the period FY 2017-19 in order to continue the cost-effective, successful, and collaborative work of the Project and;

**WHEREAS**, C/CAG contributed \$87,500 to DOH for Project costs in each of the two fiscal years including FY 2015-16 and FY 2016-17 and;

**WHEREAS**, on June 8, 2017, the C/CAG board authorized the use of \$87,500 in Congestion Relief Plan – Linking Housing with Transportation funds for FY 2017-18 for reimbursement of Project costs incurred in FY 2017-18 and;

**WHEREAS**, for the FY 2017-18 period, participating jurisdictions are expected to contribute approximately \$25,000 in aggregate to partially defray the costs of the Project, and C/CAG and DOH intend to jointly contribute \$212,500 to cover the Project costs, with \$125,000 coming from County funds and \$87,500 from C/CAG funds under a service agreement between C/CAG and DOH.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board of Supervisors hereby waives the Request for Proposals process and directs the Director of the Department of Housing and/or the Director's designee to execute agreements with: (A) Baird + Driskell Community Planning, in an amount not to exceed

\$425,000 over the two year term of July 1, 2017 through June 30, 2019, to conduct the 21 Elements Project; and (B) the City/County Association of Governments for receipt of \$87,500 of C/CAG funds in reimbursement of Project costs incurred in FY 2017-18.

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