

**RESOLUTION NO. \_\_\_\_\_**

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

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**RESOLUTION AUTHORIZING: A) AN AGREEMENT WITH PLACEWORKS, INC. FOR THE MULTI-JURISDICTIONAL SAFETY ELEMENT PROJECT FOR THE TERM OF JUNE 15, 2023 THROUGH JUNE 15, 2026, FOR A TOTAL AMOUNT NOT TO EXCEED \$1,224,016; AND B) MEMORANDUMS OF UNDERSTANDING WITH THE MUNICIPALITIES OF ATHERTON, BELMONT, BURLINGAME, EAST PALO ALTO, HALF MOON BAY, SAN BRUNO, BRISBANE, AND PACIFICA AS AGENCY PARTICIPANTS IN THE MULTI-JURISDICTIONAL SAFETY ELEMENT PROJECT**

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

**WHEREAS**, the County and cities and towns in San Mateo County have a strong history of collaboration and resource sharing on various planning studies and initiatives, including a new initiative to participate in the Multi-Jurisdictional Safety Element Project (“Project”); and

**WHEREAS**, recent changes to State law require local jurisdictions to review and update the safety elements of their general plans to address climate adaptation and resiliency strategies, fire hazards, flood hazards, and evacuation routes; and

**WHEREAS**, nine (9) jurisdictions in San Mateo County have formed a Safety Element Collaborative to address the legal requirement to update safety elements and to share analysis and resources for greater efficiency for the jurisdictions participating in this collaborative effort; and

**WHEREAS**, seven (7) of the jurisdictions will participate in the Project's full scope of work (Atherton, Belmont, Burlingame, East Palo Alto, Half Moon Bay, San Bruno, San Mateo County), and two (2) of the jurisdictions will participate in certain tasks (Brisbane, Pacifica); and

**WHEREAS**, for the seven (7) jurisdictions participating in the Project's full scope of work, a legally compliant safety element will be produced; and

**WHEREAS**, through a competitive RFP process facilitated by San Mateo County, PlaceWorks, Inc ("Contractor") was identified as the preferred firm to provide consulting services for the Project for tasks such as community engagement, vulnerability assessment, and drafting updated safety elements; and

**WHEREAS**, Community Planning Collaborative, the consulting firm for the 21 Elements Project, has served as the project manager ("Project Manager") for the Safety Element Collaborative through the Collaboratives' initial formation and the RFP process to ensure the voice of each participating agency is heard and their needs addressed; and

**WHEREAS**, Community Planning Collaborative will continue to serve as Project Manager for the Safety Element Collaborative for the duration of the Project; and

**WHEREAS**, pursuant to Administrative Memorandum B-1, the Community Development Director executed an agreement with Community Planning Collaborative to continue to serve as Project Manager for the length of the Safety Element Collaborative Project; and

**WHEREAS**, the County will serve as fiscal agent for the Project, will enter into a contract with PlaceWorks, Inc. and will oversee the payment of invoices on behalf of the participating agencies; and

**WHEREAS**, each participating agency will enter into a Memorandum of Understanding with the County, outlining the roles of each participating agency, the County, the consultants, and the funding obligations for the Project; and

**WHEREAS**, this Board has been presented with a form of agreement with PlaceWorks and form Memorandum of Understanding with each participating jurisdiction, has examined and approved them as to both form and content, and desires to enter into them.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the President of the Board of Supervisors is hereby authorized and directed to execute an agreement with PlaceWorks, Inc. for the Multi-Jurisdictional Safety Element Project for the term of June 15, 2023 through June 15, 2026, for a total amount not to exceed \$1,224,016, and the Clerk of the Board shall attest the President's signature thereto.

**BE IT FURTHER RESOLVED** that the President of the Board is hereby authorized to execute Memorandums of Understanding with the jurisdictions of Atherton, Belmont, Burlingame, East Palo Alto, Half Moon Bay, San Bruno, Brisbane, and Pacifica as agency participants in the Multi-Jurisdictional Safety Element Project, and the Clerk of the Board shall attest the President's signature thereto.

**BE IT FURTHER RESOLVED** that the Community Development Director is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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